

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

January 5, 2021

5:30 p.m.

AGENDA

1. Call to Order Mayor Scott Byrd
2. Invocation
3. Elected Board Members Oath of Office – Judge Batson
4. Nominate and Confirm a Vice Mayor – Mayor Byrd
5. Adoption of 2021 Board Procedural Rules – Gary Brinkley
6. Approval of Board Minutes from December 15, 2020 – Mayor Byrd
7. Second Reading of Illicit Discharge Ordinance – Gary Brinkley
8. Second Reading of Erosion & Sediment Control Ordinance – Gary Brinkley
9. Presentation on the AWU-Gum Springs Water Distribution Rehabilitation – Gary Brinkley/David Green
10. Consider Award Bid for AWU-Gum Springs Contract 1 – Gary Brinkley/David Green
11. Consider Award Bid for AWU-Gum Springs Contract 2 – Gary Brinkley/David Green
12. Consider Award Bid for AWU-Gum Springs Contract 3 – Gary Brinkley/David Green
13. Consider Award Bid for AWU-Gum Springs Contract 4 – Gary Brinkley/David Green
14. Consider Agreement with Arkadelphia Council on Aging – Gary Brinkley
15. Consider Contract with Clark County Historical Association – Gary Brinkley
16. Consider Agreement with Community Family Enrichment Center – Gary Brinkley
17. 2021 Holiday Calendar – Gary Brinkley
18. Consideration of Resolution for the Extension of FFCRA Leave – Gary Brinkley
19. Consider Purchase of Ejection Trailer for Sanitation – Gary Brinkley
20. 2021 Budget Presentation – Gary Brinkley
21. Consideration of Resolution to Adopt 2021 Budget – Gary Brinkley
22. City Manager's Report – Gary Brinkley
23. Routine Business – Mayor Byrd
24. Adjournment – Mayor Byrd

Regular Meeting: Citizens speaking to the Board of Directors shall have a speaking time limit of **10 minutes**. The Board of Directors may ask follow up questions which may extend the time limit.

Open Session Forum: Speaking time limit is **5 minutes** a speaker may not yield his or her time to another speaker



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 22, 2020
Re: 2021 Procedural Rules

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is positioned to the right of the 'From:' line.

Attached for your review and approval please find the 2021 Procedural Rules.

As there were no suggestions to improve over the modifications you made in 2020, these are exactly the same as last year.

Your approval is requested.

Thank you.

City of Arkadelphia

Board of Directors Business Meeting Procedural Rules

Adopted January __, 2021

Statement of Purpose - The term rules of order, or procedural rules refers to these written rules of parliamentary procedure formally adopted by an assembly or an organization. Such rules relate to the orderly transaction of business in meetings and to the duties of officers in that connection. The object of rules of order is to facilitate the smooth functioning of the assembly of the assembly and to provide a firm basis for resolving questions of procedure that may arise.

Definitions

Adjourn: To terminate a meeting officially.

Adopt: To approve, to give effect to.

Agenda: The official list of business to be considered at a meeting.

Amend: To change, by adding, deleting, or substituting words or provisions.

Annul: To void or cancel an action previously taken.

Appeal: A decision of the presiding officer may be appealed from. An appeal requires that the decision be referred to the Board for its determination by a vote.

Common law: Law developed by court decisions. Judge-made law.

Debatable: Capable of being discussed.

Division of question: Separation of main motion into two or more independent parts each of which is capable of standing alone.

General consent: An informal method of disposing of routine and generally favored proposals by the city manager/mayor assuming the group's approval, unless objection is raised. Also called "unanimous consent."

Gender: A word importing the masculine gender only shall extend and be applied to females and to firms, partnerships corporations, as well as to males.

Lay on the table: To postpone a motion.

Limit debate: To place restrictions on the time to be devoted to debate on a question or the number of speakers or the time allotted each.

Main motion: A motion presenting a subject to the Board for discussion and decision.

Majority: Determined by ACA 14-47-123 and other state statutes

Object to consideration: To oppose discussion and decision on a main motion.

Order of business: The formal program of sequence of different business items or classes of business arranged in the order in which they are to be considered.

Ordinance: Law made by Legislative Body of a Municipality.

Pending question: A question, or motion, before the Board, which has not yet been voted upon.

Point of order: When a member thinks that the rules of the assembly are being violated, he can make a *Point of Order* (or “raise a question of order,” as it is sometimes expressed), thereby calling upon the chair for a ruling and an enforcement of the regular rules.

Precedence: The right of prior proposal and consideration of one motion over another, or the order or priority of consideration.

Refer to committee: Motion to delegate work to a small group of members for study, decision, or action.

Special committee: A committee appointed to accomplish a particular task and to submit a special report. It ceases to exist when its task is completed.

Special meeting: A meeting called to consider certain specific business which must be set forth in the call.

Standing committee: A committee to handle all business on a certain subject, which may be referred to it, and usually, having a term of service corresponding to the term of office of the officers of the organization.

Voice vote: A vote taken by calling for “yes” and “no” and judged by volume of voice response.

Vote immediately: Motion to close debate, shut off subsidiary motion, and take a vote at once.

Voting: A “Yes: vote to a question is a yes before the Board of Directors.
A “No” vote to a question is a no before the Board of Directors.
A “Present” vote is not a YES or a NO vote; it is acknowledging a motion without taking a stand one way or the other.

Withdraw: Motion by a member to remove his motion from consideration by the Board with consent of a second.

General Rules

- 1.1 Regular Meetings** – The City Board of Directors will hold business meetings on the first and third Tuesday of every month beginning at 5:30 p.m. If all scheduled business cannot be conducted during the allotted time the Board may set a date to complete their business based on convenience of a majority of members and at a time agreed upon by a majority vote of the Board.
- a) Directors respond to motions by either a YES, NO, or PRESENT when voice voting.
- 1.2 Special Meetings** – Special meetings of the Board can be called at any time by the Mayor or by directors representing a majority of the elected membership of the Board.
- 1.3 Agenda** – The Agenda will be established by the City Manager in concurrence Mayor by Monday of the week prior to the week of the Board meeting. Agenda packages will be delivered on Friday of the week prior to the Board meeting, when a holiday conflicts the agenda packages will be delivered on Monday of the following week. The agenda will be released to the news media and posted on the web site immediately after delivery to Board Members.
- 1.4 Public Notice** – The agenda for all regular meetings shall be posted by the City Clerk in accordance with City ordinance and Arkansas state law. The Board packet will be posted on the city's website by 6:00 pm on Friday before the Board meeting on Tuesday.
- 1.5 Executive Session** – The Board of Directors may adjourn into executive session by a motion, second and vote to discuss the consideration of employment issues, appointment, promotion, demotion, disciplining, or resignation of any public officer or employee and other reasons granted by Arkansas state law 25-19-106. The specific purpose of the executive session shall be announced in public before going into executive session.
- 1.6 Quorum** – Four members of the board must be present to constitute a quorum for the transaction of business; five votes are required to suspend the rules.

- 1.7 **Routine business-** An opportunity for all Directors to present to the other Board of Directors all aspects concerning their ward and or any other city business they may feel is pertinent. This is an opportunity for discussion amongst the Directors, Mayor and City Manager. A 5-minute limit for each Board member.
- 1.8 **City Manager Participation** – The City Manager, or his/her designee, shall attend all meetings of the Board of Directors unless excused. The City Manager can make recommendations to the Board of Directors and has an opportunity to participate in all discussions, but shall have no vote.
- 1.9 **City Attorney Participation** – The City Attorney, or his/her designee, shall attend meetings of the Board of Directors upon the request of the presiding officer, City Manager or by majority of Arkadelphia City Directors. The City Attorney will upon request, give an opinion on questions of law, and act as the Board of Directors' parliamentarian.
- 1.10 **City Clerk Participation** – The City Clerk or his designee shall attend all meetings of the Board of Directors. The City Clerk shall keep accurate records of all actions taken by the Board.
- 1.11 **Laws Governing Open Meetings** – The City of Arkadelphia and its Board of Directors is a political subdivision of the State of Arkansas, and consequently subject to the laws governing open meetings. The City Board of Directors pledges to comply with all provisions of state law governing these sessions.
- 1.12 **Application of Rules-**These rules shall be used to conduct business of committees/commissions when acceptable.

Regular Business Meeting Conduct

2.1 Board of Directors

- a) All Board Members are expected to assist the presiding officer to ensure smooth and orderly meeting. Members are expected to obey the orders of the presiding officer and the rules of the Board.
- b) Board Members wanting to speak; concerning the topic at hand shall request permission from the presiding officer.
- c) Board Members wanting to question city staff, other than City Attorney, shall address the City Manager. The City Manager will have the option of answering questions or designating a member of city staff to do so.
- d) Once a Board Member is recognized, he or she shall not be interrupted by other members unless called to order by the presiding officer, unless a point of order is raised or unless the speaker chooses to yield to questions.

- e) Board Members shall confine their questions and remarks to the particular matter being discussed by the Board.
- f) Topical experts who are asked shall be allowed to address the Board.
- g) If there is more than one speaker addressing a particular item, Board members shall hold all questions until all speakers have addressed the Board.
- h) If a Board Member will be absent or have to leave a meeting early, he/she is expected to notify the City Manager's office.
- i) The presiding officer has the right to close debate at any time and speak last on any issue if he/she so desires.
- j) Any Board member may appeal a ruling, by the presiding officer, provided it is done so immediately following the ruling in question. If the appeal is seconded, the member making the appeal may state his or her reason for doing so, and the presiding officer may briefly explain their decision. There is no further debate on the appeal.
- k) During Board meetings cell phones are to be turned off or silenced.
- l) If a Board of Directors leaves his/her position prior to the end of their term the following will apply. All applicants to fill the position are reviewed by the Arkadelphia Board of Directors. A decision by the Majority of the Board of Directors is needed to approve the Board of Director replacement. Mayor will contact any applicant who is absent during the selection meeting.

2.2 Citizens

- a) Citizens and visitors are welcomed and encouraged to attend all public Board of Directors business meetings.
- b) Any citizen may request to be placed on the agenda by notifying the City Manager or City Clerk in writing by no later than noon Monday the week prior to week of the meeting.
- c) Citizens wanting to address the Board must provide in writing:
 - a. The nature of business to be discussed
 - b. Describe results desired
 - c. If action is requested reasoning must be stated

- d) Citizens speaking to the Board of Directors shall have a speaking time limit of 10 minutes. The time limit may be extended with dialogue between the speaker and the Board of Directors.
- e) Citizens and other visitors shall observe the same rules of propriety, decorum and good conduct applicable to the Board of Directors. Any person making personal attacks, impertinent remarks, using profanity, employing disruptive tactics or language, or other similar remarks will be declared out of order, and ordered removed from the meeting.

2.3 City Staff

- a) Members of City staff shall observe the same rules of propriety; decorum and good conduct applicable to the Board of Directors and general public.
- b) Members of City staff who address the Board shall limit their remarks to the particular item being discussed. Staff will address their comments to the Board collectively, not a specific member.
- c) No City staff member shall address the Board without first being recognized by the presiding officer.

Order of Business

- 3.1 Order of Business** – Unless otherwise dictated by the content of the meeting, the agenda shall reflect the following format:

- a) Call to order
- b) Invocation
- c) Consider the minutes of the previous meetings.
- d) Attending Citizens
- e) Agenda items
- f) City Manager's report
- g) Routine Business
- h) Adjournment

- 3.2 Rules of Order** – The City Board will determine the rules of procedure they will follow, and may amend the rules with a 4/7ths majority vote.

- a) Rules shall be adopted every year or/and when new Directors are sworn in during the first meeting.

3.3 Ordinances and Resolutions – All ordinances and resolutions shall be presented to the Board with the agenda packet in writing. The city attorney shall review all the ordinances or resolutions to be considered by the Board to ensure that the proposed ordinances and resolutions are not in conflict with other ordinances and state laws in compliance with the enabling acts.

3.4 Consideration of an Ordinance

3.4.1 Standard Adoption Procedures

1. The Mayor will ask for any discussion about the proposed ordinance.
2. A Board Member makes a motion to hear the first reading of the ordinance.
3. A Board Member seconds the motion.
4. The Mayor asks for any discussion.
5. The Mayor calls for the vote.
6. The Clerk records the vote.
7. The Mayor calls for the Clerk to read the ordinance.
8. The Clerk reads the ordinance as directed.
9. A Board Member makes a motion to place the ordinance on its second reading title only in the next meeting.
10. A Board Member seconds the motion.
11. The Mayor calls for discussion.
12. The Mayor calls for the vote.
13. The Clerk records the vote.

At the next regular called Board of Directors meeting

14. Mayor calls for the Clerk to read the ordinance title only.
15. The Clerk reads the ordinance title only
16. A Board Member makes a motion to place ordinance on its third reading title only in the next meeting.
17. A Board Member seconds the motion.
18. The Mayor calls for discussion.
19. The Mayor calls for the vote.
20. The Clerk records the vote.

At the next regular called Board of Directors meeting

21. Mayor calls for the Clerk to read the ordinance title only.
22. The Clerk reads the ordinance title only.
23. A Board Member makes a motion to adopt the ordinance.
24. A Board Member seconds the motion.
25. The Mayor calls for discussion.
26. The Mayor calls for the vote.
27. The Clerk records the vote.

When this method is taken the ordinance takes effect 30 days after passage and publication.

3.4.2 Emergency Adoption Procedures

1. The Mayor will ask for any discussion about the proposed ordinance.
2. A Board Member makes a motion to hear the first reading of the ordinance.
3. A Board Member seconds the motion.
4. The Mayor asks for any discussion.
5. The Mayor calls for the vote.
6. The Clerk records the vote.
7. The Mayor calls for the Clerk to read the ordinance.
8. The Clerk reads the ordinance in its entirety.
9. A Board Member makes a motion to suspend the rules and place the ordinance on its second reading, title only.
10. A Board Member seconds the motion.
11. The Mayor asks for any discussion.
12. The Mayor calls for the vote.
13. The Clerk records the vote. (requires 5 yes votes)
14. The Mayor calls for the Clerk to perform the second reading, title only, of the ordinance.
15. The Clerk reads the title only of the ordinance.
16. A Board member makes a motion to suspend the rules and place the ordinance of its third and final reading, title only.
17. A Board Member seconds the motion.
18. The Mayor asks for any discussion.
19. The Mayor calls for the vote.
20. The Clerk records the vote. (requires 5 yes votes)
21. The Mayor calls for the Clerk to perform the third reading, title only of the ordinance.
22. The Clerk reads the title only of the ordinance.
23. A Board Member makes a motion to adopt the ordinance.
24. A Board Member seconds the motion.
25. The Mayor asks for any discussion.
26. The Mayor calls for the vote.
27. The Clerk records the vote. (simple majority passes)
28. The Mayor declares the ordinance adopted.
29. A Board Member makes a motion to adopt the emergency clause.
30. A Board member seconds the motion.
31. The Mayor asks for any discussion.
32. The Mayor calls for the vote.
33. The Clerk records the vote. (requires 5 yes votes)
34. The Mayor declares the emergency clause adopted.

When this method is taken the ordinance takes effect immediately upon passage.

- 3.5 Explaining a Vote During Voting** – Once all debates have been completed, the Board shall proceed to a vote. On any roll call vote, the Mayor shall vote last. At the time of voting, a Director shall vote for or against the proposition, Present or, in appropriate cases, may abstain. Neither a Director nor the Mayor is permitted to explain a vote at the time the vote is being made.
- 3.6 Motion to Lay on the Table** – To postpone a motion until a later, but as yet underdetermined time.
- 3.7 Motion to Remove from the Agenda** – A motion to remove a matter from the agenda is a priority motion that requires a second. It is debatable and is a priority motion that requires a majority vote to be successful. It is a means for deferring a matter set for consideration by the Board of Directors to an unspecified date. A motion to remove an ordinance from the agenda may occur at any time prior to the third reading of the ordinance; a motion to remove a resolution from the agenda may occur at any time prior to a vote on the resolution.
- 3.8 Votes other than Yea or Nay**- Any vote that is not a yea vote does not count towards passage of the motion.
- 3.9 Results of Vote** – Mayor to state the result.

Appendix A: After Meeting Open Forum Session

Open Forum Session Rules

The intent and spirit of the rules are to allow the Board of Directors to focus on creating an opportunity for Arkadelphia residents to engage in a positive, informal dialogue where speakers can offer their opinions; ask questions and converse with Board Members and City staff.

- Mayor, Assistant Mayor or Senior Board member to act as presiding officer
- Presiding officer shall end the meeting if rules are not followed
- Meetings not mandatory for Board Members or City staff
- Limited to citizens of Arkadelphia, or those owning land, or those owning a business inside the city limits of Arkadelphia - Speaker to give name and address after recognition by the presiding officer
- Speaking time limit is five minutes a speaker may not yield his or her time to another speaker
- No discussion allowed about personalities or personnel
- No personal attacks of "other citizens"
- No formal Board action can be taken

Meeting shall be immediately following each regular Board meeting and shall last no longer than 30 minutes.

Citizens and other visitors shall observe the same rules of propriety, decorum and good conduct applicable to the Board of Directors. Any person making personal attacks, impertinent remarks, using profanity, employing disruptive tactics or language, or other similar remarks will be declared out of order, and ordered removed from the meeting.

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Board Room

December 15, 2020

5:30 P.M.

MEMBERS:

Taylor Chaney, *Ward 1 Director*
Chris Porter, *Ward 2 Director*
David Goodman, *Ward 3 Director*
Reo Cummings, *Ward 4 Director*
Jason Jones, *Ward 5 Director (Absent)*
Roland Gosey, *Assistant Mayor*
Scott Byrd, *Mayor*

OTHERS:

Gary Brinkley, *City Manager*
Jessica Davis, *City Clerk*

CALL TO ORDER

The Mayor called the meeting to order at 5:33 p.m.

INVOCATION

Director Porter

APPROVAL OF BOARD MINUTES FROM DECEMBER 1, 2020

A motion was made by Director Goodman, seconded by Assistant Mayor Gosey to approve the minutes from the December 1, 2020 Board Meeting.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

PUBLIC HEARING ON ORDINANCE FOR LODGING TAX

The Mayor called for a motion to adjourn the meeting to begin the public hearing. A motion was made by Director Chaney, seconded by Director Cummings, to adjourn the meeting and enter the public hearing.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

The meeting adjourned at 5:34 pm and the Public Hearing began.

Ms. Carrie Burt was the only person to speak on the matter. She spoke for the proposed ordinance.

The Mayor adjourned the public hearing and called the meeting back into order at 5:36 pm.

THIRD READING AND CONSIDERATION OF LODGING TAX ORDINANCE

The Mayor called for the Clerk to read the Ordinance, title only.

The Clerk read the Ordinance.

AN ORDINANCE ESTABLISHING A THREE PERCENT (3%) TAX UPON THE GROSS RECEIPTS OF HOTELS AND MOTELS AND OTHER LODGING ESTABLISHMENTS IN THE CITY OF ARKADELPHIA, ARKANSAS FOR THE CITY'S ADVERTISING AND PROMOTIONAL NEEDS, AND FOR OTHER PURPOSES.

At the suggestion of Director Chaney, the following wording noted here in bold will be added to Section 3 (a) and it will read as follows:

SECTION 3: (a) There is hereby created the City of Arkadelphia Advertising and Promotions Commission, which shall be composed of seven (7) members, each of whom shall reside within the city, **unless otherwise provided**, as follows:

The Mayor called for a motion to adopt the Ordinance with the amended wording to Section 3 (a). A motion was made by Director Goodman, seconded by Director Porter to adopt the Ordinance with the amended wording to Section 3 (a).

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

CONSIDER FIRST READING FOR ILLICIT DISCHARGE ORDINANCE

Mr. Brinkley requested the Board place the Ordinance on its first reading, title only due to the length and technicality of the ordinance. A motion was made by Director Chaney, seconded by Assistant Mayor Gosey to suspend the rules to approve the first reading of the Ordinance, title only.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

A motion was made by Director Chaney, seconded by Director Cummings to place the Ordinance on its first reading, title only.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

The Mayor called for the Clerk to read the Ordinance, title only.

The Clerk read the Ordinance:

AN ILLICIT DISCHARGE DETECTION AND ELIMINATION ORDINANCE
ADOPTING REGULATIONS DESIGNED TO REGULATE NON-STORM
WATER DISCHARGES TO THE STORM DRAINAGE SYSTEM AND TO
OTHERWISE PROMOTE PUBLIC HEALTH; SAFETY AND GENERAL
WELFARE, REPLACING ANY ORDINANCES IN CONFLICT HEREWITH
AND FOR OTHER PURPOSES.

A motion was made by Assistant Mayor Gosey, seconded by Director Goodman to place the Ordinance on its second reading, title only, at the next scheduled Board meeting.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

CONSIDER FIRST READING FOR EROSION AND SEDIMENT CONTROL ORDINANCE

Mr. Brinkley requested the Board place the Ordinance on its first reading, title only due to the length and technicality of the ordinance. A motion was made by Director Chaney, seconded by Assistant Mayor Gosey to suspend the rules to approve the first reading of the Ordinance, title only.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

A motion was made by Director Chaney, seconded by Director Cummings to place the Ordinance on its first reading, title only.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

The Mayor called for the Clerk to read the Ordinance, title only.

The Clerk read the Ordinance:

AN EROSION AND SEDIMENT CONTROL ORDINANCE ADOPTING REGULATIONS DESIGNED TO SAFEGUARD PERSONS, PROTECT PROPERTY, AND PREVENT DAMAGE TO THE ENVIRONMENT AND TO OTHERWISE PROMOTE THE PUBLIC HEALTH; SAFETY AND GENERAL WELFARE, REPEALING ANY ORDINANCES IN CONFLICT HERewith AND FOR OTHER PURPOSES.

A motion was made by Director Chaney, seconded by Director Cummings to place the Ordinance on its second reading, title only, at the next scheduled Board meeting.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

CONSIDER BID FOR REAL PROPERTY INSURANCE

Mr. Brinkley requested the Board approve the bid from Price & Co. for the 2021 Real Property Insurance in the amount of \$76,125. Price & Co. was the only bid received. A motion was made by Director Goodman, seconded by Director Porter to accept the bid from Price & Co. in the amount of \$76,125.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

CONSIDER BIDS FOR POLICE VEHICLES

Mr. Brinkley requested the Board approve the bid from Southwest Auto in the amount of \$320,160 for 8 Police Patrol Vehicles. Two bids were received and the bid tabulation was as follows:

Landers	\$319,888.00
Southwest Auto	\$320,160.00

Mr. Brinkley recommended the Board approve Southwest Auto as they are local and will minimize disruption and reduce travel expenses when vehicle maintenance is required. A motion was made by Director Goodman, seconded by Director Porter to accept the bid from Southwest Auto in the amount of \$320,160 for the purchase of 8 Police Patrol Vehicles.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

CONSIDER BID FOR LIGHTING AT BASKETBALL COURTS

Mr. Brinkley requested the Board approve the bid from Pilgreen Electric, Inc. for the installation of 2 - 40' light masts with LED sports lighting fixtures and push button control switch in the amount of \$39,900. A motion was made by Director Porter, seconded by Director Chaney to accept the bid from Pilgreen Electric in the amount of \$39,900.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

CONSIDER CONTRACT FOR BUILDING DEPARTMENT AUTOMATION SERVICES

Mr. Brinkley requested the Board approve the service agreement with South Central Planning and Development Commission (SCPDC) for software known as MyGovernmentOnline. This software will provide the Building Department with automation services to streamline their operations. The cost is \$829.00 per month for a two year term. A motion was made by Assistant Mayor Gosey, seconded by Director Chaney to approve the service agreement with SCPDC and for the City Manager to execute all necessary documents.

The motion passed on a roll call vote and the vote was as follows:

Taylor Chaney	"Aye"	Roland Gosey	"Aye"
Chris Porter	"Aye"	Jason Jones	Absent
Reo Cummings	"Aye"	Mayor Byrd	"Aye"
David Goodman	"Aye"		

CITY MANAGER'S REPORT

December 15, 2020

- Work is nearing completion on the replacement of the roof at the Train Depot.
- Bids will be opened on December 17th at 1:00 pm for the AWU-Gum Springs distribution system rehabilitation. Utility Manger Green reports we have had a lot of interest in the project and he expects very competitive bids.

- Work is completed on the Hickory & 7th Street drainage and road project. Staff is very pleased with the results and the timeliness of the repairs.
- Our thanks to the Patterson Credit Union for sponsoring the Employee Christmas Luncheon. It was different this year as we had to split up the staff into 2 eating times but glad we still got to have it.
- Basketball league games originally scheduled for this weekend will be suspended. With the elementary schools in shutdown, it seemed prudent. The league will resume in January.
- Lights and electrical outlets have been installed at small pavilion behind the Rec Center up towards the Community Family Enrichment Center.
- REMINDER- There will be no trash pickup on December 24, 25 or January 1.

Dates to Remember:

- The offices will be closed in observance of the Christmas Holiday on December 24th and 25th and on January 1st

ROUTINE BUSINESS

Taylor Chaney, Ward 1 – He commended the city for its diligence in making sure a resolution was not presented to the board for approval for doing business with an employee this year. He also said he commended the city for everything else as well. This has been a different year for all of us and you've done a great job this year. Merry Christmas and Happy New Year to everybody.

Chris Porter, Ward 2 – He said 2020 has been a year everyone has been wanting to get over with but Arkadelphia has thrived through it. We have opened up both short term and long term options through vehicles and equipment. We have been able to see the benefits immediately. It builds momentum and we are working in the right direction. It's fun to be a part of it and he appreciates it.

David Goodman, Ward 3 – It's been a pleasure serving on the board and he wishes continued success to everyone and the city.

Reo Cummings, Ward 4 – Nothing

Jason Jones, Ward 5 – Absent

Roland Gosey, Assistant Mayor – He is so happy that we have such a good board and great city manager. He said he was so glad to have Gary and glad that Gary has Jessica. He has had fun and if he doesn't see everyone again, Merry Christmas and Happy New Year.

Scott Byrd, Mayor – He asked about the swearing in ceremony for the newly elected board members. Ms. Davis let him know someone would be at the first meeting in January to administer the oath of office. He told Director Goodman it was a pleasure serving with him and thanked him for stepping up. 2020 has been an interesting year and he'll be glad for it to go away. Merry Christmas to everyone.

ADJOURNMENT

There being no further business to discuss, Director Goodman made the motion, seconded by Assistant Mayor Gosey to adjourn. **The motion passed unanimously, and the meeting adjourned at 6:18 p.m.**

Scott Byrd, Mayor

Jessica Davis, City Clerk

ADDITIONAL ATTENDEES

Jason Jackson

Carrie Burt


Salina Ables

Chuck Fitzsimmons



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 30, 2020
Re: Second Reading of Illicit Discharge Detection and Elimination Ordinance



Following the second reading, staff recommends you place the ordinance on its third reading, title only, at the next scheduled meeting.

Thank you.

ORDINANCE NO. O-21-__

**AN ILLICIT DISCHARGE DETECTION AND ELIMINATION ORDINANCE
ADOPTING REGULATIONS DESIGNED TO REGULATE NON-STORM WATER
DISCHARGES TO THE STORM DRAINAGE SYSTEM AND TO OTHERWISE
PROMOTE PUBLIC HEALTH; SAFETY AND GENERAL WELFARE,
REPLACING ANY ORDINANCES IN CONFLICT HERewith AND FOR OTHER
PURPOSES.**

**NOW THEREFORE BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE
CITY OF ARKADELPHIA, ARKANSAS, THAT:**

SECTION 1. PURPOSE/INTENT.

The purpose of this ordinance is to provide for the health, safety, and general welfare of the citizens of the City of Arkadelphia through the regulation of non-storm water discharges to the storm drainage system to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the National Pollutant Discharge Elimination System (NPDES) permit process. The objectives of this ordinance are:

- (1) To regulate the contribution of pollutants to the MS4 by storm water discharges by any user.
- (2) To prohibit illicit connections and discharges to the MS4.
- (3) To establish legal authority to carry out all inspection, surveillance, monitoring, and enforcement procedures necessary to ensure compliance with this ordinance.

SECTION 2. DEFINITIONS.

For the purposes of this ordinance, the following shall mean:

Authorized Enforcement Agency. Employees or designees of the City Manager of the municipal agency designated to enforce this ordinance.

Best Management Practices (BMPs). Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to storm water, receiving waters, or storm water conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

Clean Water Act. The federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

Construction Activity. Activities subject to NPDES Construction Permits. These include construction projects resulting in land disturbance of one acre or more. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

Hazardous Materials. Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

Illegal Discharge. Any direct or indirect non-storm water discharge to the storm drain system, except as exempted in Section 8 of this ordinance.

Illicit Connections. An illicit connection is defined as either of the following:

- Any drain or conveyance, whether on the surface or subsurface that allows an illegal discharge to enter the storm drain system including but not limited to any conveyances that allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or,
- Any drain or conveyance connected from a commercial or industrial land use to the storm drain system that has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.

Industrial Activity. Activities subject to NPDES Industrial Storm Water Permits as defined in 40 CFR, Section 122.26 (b)(14).

Municipal Separate Storm Sewer System (MS4). The system of conveyances (including sidewalks, roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) owned and operated by the [jurisdiction] and designed or used for collecting or conveying storm water, and that is not used for collecting or conveying sewage.

National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permit. means a permit issued by EPA (or by a State under authority delegated pursuant to 33 USC § 1342(b)) that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group, or general area-wide basis.

Non-Storm Water Discharge. Any discharge to the storm drain system that is not composed entirely of storm water.

Person. Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

Pollutant. Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, ordinances, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure; and noxious or offensive matter of any kind.

Premises. Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

Storm Drainage System. Publicly-owned facilities by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures.

Storm Water. Any surface flow, runoff, and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

Storm Water Management Plan. A document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to Storm Water, Storm Water Conveyance Systems, and/or Receiving Waters to the Maximum Extent Practicable.

Wastewater. Any water or other liquid, other than uncontaminated storm water, discharged from a facility.

SECTION 3. APPLICABILITY.

This ordinance shall apply to all water entering the storm drain system generated on any developed and undeveloped lands unless explicitly exempted by the Building Department.

SECTION 4. RESPONSIBILITY FOR ADMINISTRATION.

The Building Department shall administer, implement, and enforce the provisions of this ordinance. Any powers granted or duties imposed upon the Building Department may be delegated in writing by the Manager of the Building Department to persons or entities acting in the beneficial interest of or in the employ of the agency.

SECTION 5. COMPATIBILITY WITH OTHER REGULATIONS.

This ordinance is not intended to modify or repeal any other ordinance, rule, regulation, or other provision of law. The requirements of this ordinance are in addition to the requirements of any other ordinance, rule, regulation, or other provision of law, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

SECTION 6. SEVERABILITY.

The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this ordinance.

SECTION 7. ULTIMATE RESPONSIBILITY.

The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore this ordinance does not intend or imply that compliance by any person will ensure that there will be no contamination, pollution, or unauthorized discharge of pollutants.

SECTION 8. DISCHARGE PROHIBITIONS.

8.1. Prohibition of Illegal Discharges.

No person shall throw, drain, or otherwise discharge, cause, or allow others under its control to throw, drain, or otherwise discharge into the MS4 any pollutants or waters containing any pollutants, other than storm water.

The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

- (1) The following discharges are exempt from discharge prohibitions established by this ordinance: water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration, uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, and street wash water.
- (2) Discharges or flow from firefighting, and other discharges specified in writing by the Building Department as being necessary to protect public health and safety.
- (3) Discharges associated with dye testing, however this activity requires a verbal notification to the Building Department prior to the time of the test.
- (4) The prohibition shall not apply to any non-storm water discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered under the authority of the United States Environmental Protection Agency (EPA), provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

The local government may evaluate and remove any of the above exemptions if it is determined that they are causing an adverse impact.

8.2. Prohibition of Illicit Connections.

- (1) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- (2) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
- (3) A person is considered to be in violation of this ordinance if the person connects a line conveying sewage to the MS4, or allows such a connection to continue.
- (4) Improper connections in violation of this ordinance must be disconnected and redirected, if necessary, to an approved onsite wastewater management system or the sanitary sewer system upon approval of the Arkadelphia Water Utility.
- (5) Any drain or conveyance that has not been documented in plans, maps or equivalent, and which may be connected to the storm sewer system, shall be located by the owner or occupant of that property upon receipt of written notice of violation from the Building

Department requiring that such locating be completed. Such notice will specify a reasonable time period within which the location of the drain or conveyance is to be determined, that the drain or conveyance be identified as storm sewer, sanitary sewer or other, and that the outfall location or point of connection to the storm sewer system, sanitary sewer system or other discharge point be identified. Results of these investigations are to be documented and provided to the Building Department.

SECTION 9. WATERCOURSE PROTECTION.

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, tall grass and weeds as defined in the Code of Ordinances Chapter 5.08.01, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately-owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

SECTION 10. INDUSTRIAL OR CONSTRUCTION ACTIVITY DISCHARGES.

10.1. Submission of NOI to the City of Arkadelphia.

- (1) Any person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Building Department prior to the allowing of discharges to the MS4.
- (2) The operator of a facility, including construction sites, required to have an NPDES permit to discharge storm water associated with industrial activity shall submit a copy of the Notice of Intent (NOI) to the Building Department at the same time the operator submits the original Notice of Intent to the EPA as applicable.
- (3) The copy of the Notice of Intent may be delivered to the Building Department either in person or by mailing it to:
Notice of Intent to Discharge Storm Water
City of Arkadelphia
700 Clay Street
Arkadelphia, AR 71923
- (4) A person commits an offense if the person operates a facility that is discharging storm water associated with industrial activity without having submitted a copy of the Notice of Intent to do so to the Building Department.

SECTION 11. COMPLIANCE MONITORING

11.1. Right of Entry: Inspection and Sampling.

The Building Department shall be permitted to enter and inspect facilities subject to regulation under this ordinance as often as may be necessary to determine compliance with this ordinance.

- (1) If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the Building Department.
- (2) Facility operators shall allow the Building Department ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of an NPDES permit to discharge storm water, and the performance of any additional duties as defined by state and federal law.
- (3) The Building Department shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the Building Department to conduct monitoring and/or sampling of the facility's storm water discharge.
- (4) The Building Department has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure storm water flow and quality shall be calibrated to ensure their accuracy.
- (5) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Building Department and shall not be replaced. The costs of clearing such access shall be borne by the operator.
- (6) Unreasonable delays in allowing the Building Department access to a permitted facility is a violation of a storm water discharge permit and of this ordinance. A person who is the operator of a facility with an NPDES permit to discharge storm water associated with industrial activity commits an offense if the person denies the Building Department reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this ordinance.

11.2. Search Warrants.

If the Building Department has been refused access to any part of the premises from which storm water is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, and welfare of the community, then the Building Department may seek issuance of a search warrant from any court of competent jurisdiction.

SECTION 12. REQUIREMENT TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES.

Arkadelphia City Board of Directors will adopt requirements identifying Best Management Practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the United States. The owner or operator of such activity, operation, or facility shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and non-structural BMPs. Further, any person responsible for a property or premise that is, or may be, the source of an illicit discharge, may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to the MS4. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of storm water associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a storm water management plan (SWMP) as necessary for compliance with requirements of the NPDES permit.

SECTION 13. NOTIFICATION OF SPILLS.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or waters of the United States, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, said person shall notify the Building Department in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Building Department within 5 business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least 2 years. Failure to provide notification of a release as provided above is a violation of this ordinance.

SECTION 14. VIOLATIONS, ENFORCEMENT, AND PENALTIES.

14.1. Violations.

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this ordinance. Any person who has violated or continues to violate the provisions of this ordinance, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law. In the event the violation constitutes an immediate danger to public health or public safety, the Building Department is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation and/or restore the property. The Building Department is authorized to seek costs of the abatement as outlined in Section 17.

14.2. Warning Notice.

When the Building Department finds that any person has violated, or continues to violate, any provision of this ordinance, or any order issued hereunder, the Building Department may serve upon that person a written Warning Notice, specifying the particular violation believed to have occurred and requesting the discharger to immediately investigate the matter and to seek a resolution whereby any offending discharge will cease. Investigation and/or resolution of the matter in response to the Warning Notice in no way relieves the alleged violator of liability for any violations occurring before or after receipt of the Warning Notice. Nothing in this subsection shall limit the authority of the Building Department to take any action, including emergency action or any other enforcement action, without first issuing a Warning Notice.

14.3. Notice of Violation.

Whenever the Building Department finds that a person has violated a prohibition or failed to meet a requirement of this ordinance, the Building Department may order compliance by written notice of violation to the responsible person.

The Notice of Violation shall contain:

- (1) The name and address of the alleged violator;
- (2) The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;
- (3) A statement specifying the nature of the violation;
- (4) A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action;
- (5) A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed;
- (6) A statement that the determination of violation may be appealed to the Arkadelphia City Board of Directors by filing a written notice of appeal within 5 business days of service of notice of violation; and
- (7) A statement specifying that, should the violator fail to restore compliance within the established time schedule, the work will be done by a designated governmental agency or a contractor and the expense thereof shall be charged to the violator.

Such notice may require without limitation:

- (1) The performance of monitoring, analyses, and reporting;
- (2) The elimination of illicit connections or discharges;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of storm water pollution or contamination hazards and the

restoration of any affected property

- (5) Payment of a fine to cover administrative and remediation costs; and
- (6) The implementation of source control or treatment BMPs.

14.4. Suspension of MS4 Access.

14.4.1. Emergency Cease and Desist Orders

When the Building Department finds that any person has violated, or continues to violate, any provision of this ordinance, or any order issued hereunder, or that the person's past violations are likely to recur, and that the person's violation(s) has (have) caused or contributed to an actual or threatened discharge to the MS4 or waters of the United States which reasonably appears to present an imminent or substantial endangerment to the health or welfare of persons or to the environment, the Building Department may issue an order to the violator directing it immediately to cease and desist all such violations and directing the violator to:

- (1) Immediately comply with all ordinance requirements; and
- (2) Take such appropriate preventive action as may be needed to properly address a continuing or threatened violation, including immediately halting operations and/or terminating the discharge.

Any person notified of an emergency order directed to it under this Subsection shall immediately comply and stop or eliminate its endangering discharge. In the event of a discharger's failure to immediately comply voluntarily with the emergency order, the Building Department may take such steps as deemed necessary to prevent or minimize harm to the MS4 or waters of the United States, and/or endangerment to persons or to the environment, including immediate termination of a facility's water supply, sewer connection, or other municipal utility services. The Building Department may allow the person to recommence its discharge when it has demonstrated to the satisfaction of the Building Department that the period of endangerment has passed, unless further termination proceedings are initiated against the discharger under this ordinance. A person that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful discharge and the measures taken to prevent any future occurrence, to the Building Department within 15 days of receipt of the emergency order. Issuance of an emergency cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the violator.

14.4.2. Suspension due to Illicit Discharges in Emergency Situations

The Building Department may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to

comply with a suspension order issued in an emergency, the Building Department may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.

14.4.3. Suspension due to the Detection of Illicit Discharge

Any person discharging to the MS4 in violation of this ordinance may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The Building Department will notify a violator of the proposed termination of its MS4 access. The violator may petition the City Board of Directors for a reconsideration and hearing.

A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this Section, without the prior approval of the Building Department.

14.5. Civil Penalties.

In the event the alleged violator fails to take the remedial measures set forth in the notice of violation or otherwise fails to cure the violations described therein within 10 business days, or such greater period as the Building Department shall deem appropriate, after the Building Department has taken one or more of the actions described above, the Building Department may impose a penalty not to exceed \$500 (depending on the severity of the violation) for each day the violation remains unremedied after receipt of the notice of violation.

14.6. Criminal Prosecution.

Any person that has violated or continues to violate this ordinance shall be liable to criminal prosecution to the fullest extent of the law, and shall be subject to a criminal penalty of up to \$500 per violation per day and/or imprisonment for a period of time not to exceed 5 days. Each act of violation and each day upon which any violation shall occur shall constitute a separate offense.

SECTION 15. APPEAL OF NOTICE OF VIOLATION.

Any person receiving a Notice of Violation may appeal the determination of the Building Department. The notice of appeal must be received within 5 business days from the date of the Notice of Violation. Hearing on the appeal before the Board of Directors shall take place within 30 days from the date of receipt of the notice of appeal. The decision of the municipal authority or their designee shall be final.

SECTION 16. ENFORCEMENT MEASURES AFTER APPEAL.

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, within 15 days of the decision of the municipal authority upholding the decision of the City Board of Directors, then representatives of the Building Department/Code Enforcement shall enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any

premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

SECTION 17. COST OF ABATEMENT OF THE VIOLATION.

Within 10 business days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment within 5 business days. If the amount due is not paid within a timely manner as determined by the decision of the municipal authority or by the expiration of the time in which to file an appeal, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment.

Any person violating any of the provisions of this article shall become liable to the City of Arkadelphia by reason of such violation. The liability should be paid in full within 45 days from the notification of abatement and administrative cost.

SECTION 18. VIOLATIONS DEEMED A PUBLIC NUISANCE.

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this ordinance is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken.

SECTION 19. REMEDIES NOT EXCLUSIVE.

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the City of Arkadelphia to seek cumulative remedies. The City of Arkadelphia may recover all attorney's fees court costs and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses.

SECTION 20. ADOPTION OF ORDINANCE.

This ordinance shall be in full force and effect 30 days after its final passage and adoption. All prior ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

PASSED AND ADOPTED this ____ day of _____, 20__.


Scott Byrd, Mayor

Jessica Davis, City Clerk



Memorandum

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 30, 2020
Re: Second Reading of Erosion and Sediment Control Ordinance



Following the second reading, staff recommends you place the ordinance on its third reading, title only, at the next scheduled meeting.

Thank you.

ORDINANCE No. O-21-_____

AN EROSION AND SEDIMENT CONTROL ORDINANCE ADOPTING REGULATIONS DESIGNED TO SAFEGUARD PERSONS, PROTECT PROPERTY, AND PREVENT DAMAGE TO THE ENVIRONMENT AND TO OTHERWISE PROMOTE THE PUBLIC HEALTH; SAFETY AND GENERAL WELFARE, REPEALING ANY ORDINANCES IN CONFLICT HERewith AND FOR OTHER PURPOSES.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE CITY OF ARKADELPHIA, ARKANSAS, THAT:

Section I. Introduction/ Purpose

During the construction process, soil is highly vulnerable to erosion by wind and water. Eroded soil endangers water resources by reducing water quality and causing the siltation of aquatic habitat for fish and other desirable species. Eroded soil also necessitates repair of sewers and ditches and the dredging of lakes. In addition, clearing and grading during construction cause the loss of native vegetation necessary for terrestrial and aquatic habitat.

As a result, the purpose of this local regulation is to safeguard persons, protect property, and prevent damage to the environment in the City of Arkadelphia. This ordinance will also promote the public welfare by guiding, regulating, and controlling the design, construction, use, and maintenance of any development or other activity that disturbs or breaks the topsoil or results in the movement of earth on land in the City of Arkadelphia.

Section II. Definitions

Best Management Practices (BMPs). Schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention and educational practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to storm water, receiving waters, or storm water conveyance systems. BMPs also include treatment practices, operating procedures, and practices to control site runoff, spillage or leaks, sludge or water disposal, or drainage from raw materials storage.

Clearing. Any activity that removes the vegetative surface cover.

Drainage Way. Any channel that conveys surface runoff throughout the site.

Erosion Control. A measure that prevents erosion.

Erosion and Sediment Control Plan. A set of plans prepared by or under the direction of a licensed professional engineer indicating the specific measures and sequencing to be used to control sediment and erosion on a development site during and after construction.

Grading. Excavation or fill of material, including the resulting conditions thereof.

Perimeter Control. A barrier that prevents sediment from leaving a site by filtering sediment-laden runoff or diverting it to a sediment trap or basin.

Phasing. Clearing a parcel of land in distinct phases, with the stabilization of each phase completed before the clearing of the next.

Sediment Control. Measures that prevent eroded sediment from leaving the site.

Site. A parcel of land or a contiguous combination thereof, where grading work is performed as a single unified operation.

Site Development Permit. A permit issued by the municipality for the construction or alteration of ground improvements and structures for the control of erosion, runoff, and grading.

Stabilization. The use of practices that prevent exposed soil from eroding.

Start of Construction. The first land-disturbing activity associated with a development, including land preparation such as clearing, grading, and filling; installation of streets and walkways; excavation for basements, footings, piers, or foundations; erection of temporary forms; and installation of accessory buildings such as garages.

Stormwater pollution prevention plan (SWP3) - A document that describes the best management practices to be implemented at a site, to prevent or reduce the discharge of pollutants.

Watercourse. Any body of water, including, but not limited to lakes, ponds, rivers, streams, and bodies of water delineated by the City of Arkadelphia.

Waterway. A channel that directs surface runoff to a watercourse or to the public storm drain.

Section III. Permits

- A) No person shall be granted a site development permit for land-disturbing activity that would require the uncovering of *4,500 or more square feet* without the approval of an Erosion and Sediment Control Plan by the Building Department.
- B) No site development permit is required for the following activities:
 - 1) Any emergency activity that is immediately necessary for the protection of life, property, or natural resources.
 - 2) Existing nursery and agricultural operations conducted as a permitted main or accessory use.
- C) Each application shall bear the name(s) and address(es) of the owner or developer of the site, and of any consulting firm retained by the applicant together with the name of the applicant's principal contact at such firm and shall be accompanied by a filing fee.
- D) Each application shall include a statement that any land clearing, construction, or development involving the movement of earth shall be in accordance with the Erosion and Sediment Control Plan and the person would be responsible for ensuring the

regular maintenance and proper installation of erosion and sediment control measures shall be on site on all days when construction or grading activity takes place.

E) The applicant will be required to file with the City of Arkadelphia a faithful performance bond, letter of credit, or other improvement security in an amount deemed sufficient by the Building Department to cover all costs of improvements, landscaping, maintenance of improvements for such period as specified by the City of Arkadelphia, and engineering and inspection costs to cover the cost of failure or repair of improvements installed on the site. Cost shall be based on the good faith submitted by the project manager.

Section IV. Review and approval

- A) The Building Department will review each application for a site development permit to determine its conformance with the provisions of this regulation. Within 30 days after receiving an application, the Building Department shall, in writing:
- 1) Approve the permit application;
 - 2) Approve the permit application subject to such reasonable conditions as may be necessary to secure substantially the objectives of this regulation, and issue the permit subject to these conditions; or
 - 3) Disapprove the permit application, indicating the reason(s) and procedure for submitting a revised application and/or submission.
- B) Failure of the Building Department to act on an original or revised application within 30 days of receipt shall authorize the applicant to proceed in accordance with the plans as filed unless such time is extended by agreement between the applicant and the Building Department pending preparation and approval of a revised plan, development activities shall be allowed to proceed in accordance with conditions established by the Building Department.

Section V. Erosion and Sediment Control Plan

- A) The Erosion and Sediment Control Plan shall include the following:
- 1) A natural resources map identifying soils, forest cover, and resources protected under other chapters of this code. The map should be at a scale no smaller than 1" = 100'.
 - 2) A sequence of construction of the development site, including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.
 - 3) All erosion and sediment control measures necessary to meet the objectives of this local regulation throughout all phases of construction and after completion of

development of the site. Depending upon the complexity of the project, the drafting of intermediate plans may be required at the close of each season.

- 4) Seeding mixtures and rates, types of sod, method of seedbed preparation, expected seeding dates, type and rate of lime and fertilizer application, and kind and quantity of mulching for both temporary and permanent vegetative control measures.
 - 5) Provisions for maintenance of control facilities, including easements and estimates of the cost of maintenance.
- B) Modifications to the plan shall be processed and approved or disapproved in the same manner as Section IV of this regulation, may be authorized by the Building Department by written authorization to the permittee, and shall include
- 1) Major amendments of the erosion and sediment control plan submitted to the Building Department
 - 2) Field modifications of a minor nature

Section VI. Design Requirements

- A) Grading, erosion control practices, sediment control practices, and waterway crossings shall meet the design criteria set forth in the most recent version of Stormwater Drainage Design Manual and the Floodplain Compliance Guidelines, and shall be adequate to prevent transportation of sediment from the site to the satisfaction of the Building Department. Cut and fill slopes shall be *no greater than 2:1*, except as approved by the Building Department to meet other community or environmental objectives.
- B) Clearing and grading of natural resources, such as forests and wetlands, shall not be permitted, except when in compliance with all other chapters of this Code. Clearing techniques that retain natural vegetation and drainage patterns, as described in the Stormwater Drainage Design Manual and Floodplain Compliance Guideline, shall be used to the satisfaction of the Building Department. Clearing, except that necessary to establish sediment control devices, shall not begin until all sediment control devices have been installed and have been stabilized.
- C) Phasing shall be required on all sites disturbing greater than 30 acres, with the size of each phase to be established at plan review and as approved by the Building Department.
- D) Erosion control requirements shall include the following:
- 1) Soil stabilization shall be completed within *fourteen days* of clearing or inactivity in construction.
 - 2) If seeding or another vegetative erosion control method is used, it shall become established within *two weeks* or the Building Department may require the site to be reseeded or a non-vegetative option employed.
 - 3) Special techniques that meet the design criteria outlined in

the Stormwater Drainage Design Manual and Floodplain Compliance Guideline on steep slopes or in drainage ways shall be used to ensure stabilization.

- 4) Soil stockpiles must be stabilized or covered at the end of each workday.
- 5) The entire site must be stabilized, using a heavy mulch layer or another method that does not require germination to control erosion, at the close of the construction season.
- 6) Techniques shall be employed to prevent the blowing of dust or sediment from the site.
- 7) Techniques that divert upland runoff past disturbed slopes shall be employed.

E) Sediment controls requirements shall include:

- 1) Sediment basins, sediment traps, or tanks and perimeter controls.
- 2) Settling basins that are designed in a manner that allows adaptation to provide long term stormwater management, if required by the Building Department.
- 3) Protection for adjacent properties by the use of a vegetated buffer strip in combination with perimeter controls

F) Waterway and watercourse protection requirements shall include:

- 1) A temporary stream crossing installed and approved by the Building Department if a wet watercourse will be crossed regularly during construction.
- 2) Stabilization of the watercourse channel before, during, and after any in-channel work.
- 3) All on-site stormwater conveyance channels designed according to the criteria outlined in the Stormwater Drainage Design Manual and Floodplain Compliance Guidelines.
- 4) Stabilization adequate to prevent erosion located at the outlets of all pipes and paved channels.

G) Construction site access requirements shall include:

- 1) A temporary access road provided at all sites.
- 2) Other measures required by the Building Department in order to ensure that sediment is not tracked onto public streets by construction vehicles or washed into storm drains.

Section VII. Inspection

- A) The Building Department or designated agent shall make inspections as hereinafter required and either shall approve that portion of the work completed or shall notify the permittee wherein the work fails to comply with the Erosion and Sediment Control Plan as approved. Plans for grading, stripping, excavating, and filling work bearing the stamp of approval of the Building Department shall be maintained at the site during the progress of the work. To obtain inspections, the permittee shall notify the Building Department at least two working days before the following:

- 1) Installation of sediment and erosion measures
 - 2) Completion of site clearing
 - 3) Start of construction
 - 4) Completion of final grading
 - 5) Close of the construction season
 - 6) Completion of final landscaping
- B) The permittee or his/her agent shall make regular inspections of all control measures in accordance with the inspection schedule outlined on the approved Erosion and Sediment Control Plan(s). The purpose of such inspections will be to determine the overall effectiveness of the control plan and the need for additional control measures. All inspections shall be documented in written form and submitted to the Building Department at the time interval specified in the approved permit.
- C) The Building Department or its designated agent shall enter the property of the applicant as deemed necessary to make regular inspections to ensure the validity of the reports filed under Section B.

Section VIII. Enforcement

A) Stop-Work Order; Revocation of Permit

In the event that any person holding a site development permit pursuant to this ordinance violates the terms of the permit or implements site development in such a manner as to materially adversely affect the health, welfare, or safety of persons residing or working in the neighborhood or development site so as to be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood, the Building Department may suspend or revoke the site development permit.

B) Violation and Penalties

No person shall construct, enlarge, alter, repair, or maintain any grading, excavation, or fill, or cause the same to be done, contrary to or in violation of any terms of this ordinance. Any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and each day during which any violation of any of the provisions of this ordinance is committed, continued, or permitted, shall constitute a separate offense. Upon conviction of any such violation, such person, partnership, or corporation shall be punished by a fine of not more than \$100.00 for each offense. In addition to any other penalty authorized by this section, any person, partnership, or corporation convicted of violating any of the provisions of this ordinance shall be required to bear the expense of such restoration.

Section IX. Severability

The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this ordinance.

SECTION X. Adoption of Ordinance

This ordinance shall be in full force and effect 30 days after its final passage and adoption. All prior ordinances and parts of ordinances in conflict herewith are hereby repealed.

PASSED AND ADOPTED this ____ day of _____, 20__.


Scott Byrd, Mayor

Jessica Davis, City Clerk



MEMORANDUM

To: Arkadelphia Board of Directors
From: Gary Brinkley, City Manager
Date: December 31, 2020
Re: AWU-Gum Springs Water Distribution Rehabilitation Project



For over 2 years we have been working to assume the Gum Spring Water Utility and then plan for the rebuilding of the system. We thought this would be a good time to refresh our collective memories of how we got here and what you will be voting on regarding the rehabilitation of the system.

Gum Spring Water Utility (GSWU) is a distribution company. They purchase water from the Arkadelphia Water Utility and then distribute it to their customers via their distribution system. In 2018, Mayor Jester of Gum Springs approached us about assuming the GSWU. After much work and due diligence, you executed an agreement on February 18, 2020 to assume the GSWU. It is now known as AWU-Gum Springs. A company within the Arkadelphia Water Utility. This consolidation was encouraged and blessed by the Arkansas Natural Resource Commission which oversees water utilities.

The transition which occurred in June has gone very well. We are pleased with the seamlessness in which it has been executed and the service being provided to our new customers.

We were able to secure a loan and grant for the rebuilding of the AWU-Gum Springs water distribution system from the ANRC in the amount of \$2.7MM. \$2MM would be a loan and the last \$700,000 would be a grant. Additionally, the \$25,000 loan that GSWU had with the ANRC has been forgiven.

In January 2020, you retained the services of Crist Engineering to study the system, complete the bid specifications, facilitate the bidding process and to then make recommendations to us for your consideration and approval.

That is where we are tonight. The job was so large it has been broken down into 4 contracting parts. For ease of reference, we used the term "Contracts". Those bids will be presented to you tonight for approval. Upon your approval, the winning bids will be reviewed by the ANRC for final approval as they are the financing arm of the project.




Mr. Matt Dunn of Crist Engineering will be here to answer any technical questions you may have regarding specific details within the scope of the work that was bid.

This is a monumental point in time for AWU and AWU-Gum Springs as months of work are being culminated with approval to move forward on this much needed rehabilitation of the water distribution system.



MEMORANDUM

To: Arkadelphia Board of Directors
From: Gary Brinkley, City Manager
Date: December 31, 2020
Re: AWU-Gum Springs Water Distribution Contract #1



This contract is one of four for the rehabilitation of the AWU-Gum Springs water distribution system.

Contract #1 is for the rehabilitation and painting of the Gum Springs water tower.

Crist Engineers has evaluated the bids and attached for your review is the bid tabulation and a letter for recommendation from our engineer, Matt Dunn. The lowest qualified bidder is Cunningham Sandblasting and Painting Co. with a bid of \$218,592.

Staff recommends you accept the bid from Cunningham Sandblasting and Painting Co. in the amount of \$218,592, contingent upon approval by the Arkansas Natural Resource Commission, and allow David Green, Utility Manager to execute the necessary documents.

Thank you.



December 30, 2020

Mr. David Green
Arkadelphia Water and Sewer Utilities
700 Clay Street
Arkadelphia, AR 71923

Re: Arkadelphia, Arkansas
Gum Springs Water System Improvements
BID TABULATION

Dear David:

Enclosed is a Bid Tabulation as received on Thursday, December 17, 2020 for the above referenced project. I have also enclosed a copy of each individual bid for your file.

The lowest responsive bidders for each contract are as follows:

- **Contract 1: Tank Repainting:**
 - Cunningham Sandblasting & Painting Co., Joplin, MO: **\$218,592.00**
- **Contract 2: Water Meter Procurement:**
 - Henard Utility Products, Searcy, AR: **\$124,665.00**
- **Contract 3: Booster Pump Station:**
 - ETI Services, Inc., Malvern, AR: **\$502,883.00**
- **Contract 4: Water Line Improvements and Meter Replacement:**
 - Kampco, Inc., Texarkana, AR: **\$1,040,446.00**

I recommend the City of Arkadelphia accept the bids as presented above and enter into Agreements with these contractors, contingent upon approval from the Arkansas Natural Resources Commission. Upon approval from the City of Arkadelphia, I will issue a Notice of Award to these contractors and proceed with processing the Official Contract Documents.

Please contact me if you have any questions or need additional information.

Sincerely,
CRIST ENGINEERS, INC.

A handwritten signature in blue ink that reads "Matt Dunn". The signature is written in a cursive, flowing style.

Matthew D. Dunn, P.E.
President



TABULATION OF BIDS RECEIVED
Gum Springs Water System Improvements-Contract 1
City of Arkadelphia Water Sewer Utilities

Job #1852 C-1

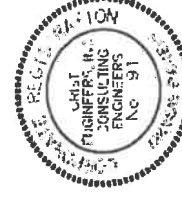
December 17, 2020 at 1:00 PM

Item No.	Description	Cunningham Sandblasting & Painting Co. Joplin, MO	Maguire Iron, Inc. Sioux Falls, SD	Leher Painting Enterprises, Inc. Mayflower, AR	Currens Construction Services, LLC Harrodsburg, KY	Tank Pro, Inc. Northport, AL	Viking Industrial Painting, LLC Ankeny, IA	Utility Service Co., Inc. Perry, GA	TMI Coatings, Inc. St. Paul, MN
		Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount
1	Mobilization, Demobilization, Bonds, Insurance	\$16,192.00	\$3,000.00	\$3,000.00	\$7,000.00	\$15,000.00	\$5,000.00	\$16,600.00	\$20,000.00
2	Exterior Coating System	\$66,300.00	\$57,500.00	\$50,000.00	\$108,650.00	\$107,073.00	\$71,800.00	\$103,700.00	\$140,500.00
3	Interior Coating System	\$29,600.00	\$38,500.00	\$35,777.00	\$37,000.00	\$50,000.00	\$36,500.00	\$38,900.00	\$76,400.00
4	Repairs and Improvements	\$78,000.00	\$107,900.00	\$105,000.00	\$78,500.00	\$84,000.00	\$150,650.00	\$127,300.00	\$140,000.00
5	Tank Mixing Systems	\$26,000.00	\$27,000.00	\$45,000.00	\$31,250.00	\$30,000.00	\$28,400.00	\$39,700.00	\$32,000.00
6	Tank Logo	\$1,500.00	\$2,000.00	\$1,000.00	\$3,500.00	\$2,600.00	\$4,000.00	\$3,100.00	\$4,100.00
7	Tank Disinfection	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$500.00	\$1,500.00	\$2,000.00	\$2,000.00
Total Bid Amount		\$216,592.00	\$236,900.00	\$240,777.00	\$266,900.00	\$289,173.00	\$297,850.00	\$331,300.00	\$415,000.00

This is a true and complete tabulation of the Bids received by City of Arkadelphia on Thursday, December 17, 2020 at 1:00 PM for the Gum Springs Water System Improvements, Arkadelphia, AR.

Matthew D. Dunn

Matthew D. Dunn, P.E.





MEMORANDUM

To: Arkadelphia Board of Directors
From: Gary Brinkley, City Manager
Date: December 31, 2020
Re: AWU-Gum Springs Water Distribution Contract #2

A handwritten signature in blue ink, likely of Gary Brinkley, is positioned to the right of the 'From:' line.

This contract is one of four for the rehabilitation of the AWU-Gum Springs water distribution system.

Contract #2 is for the replacement of the 400 water meters in the system.

Crist Engineers has evaluated the bids and attached for your review is the bid tabulation and a letter for recommendation from our engineer, Matt Dunn. The lowest qualified bidder is Henard Utility Products with a bid of \$124,665.

Staff recommends you accept the bid from Henard Utility Products in the amount of \$124,665, contingent upon approval by the Arkansas Natural Resource Commission, and allow David Green, Utility Manager to execute the necessary documents.

Thank you.



December 30, 2020

Mr. David Green
Arkadelphia Water and Sewer Utilities
700 Clay Street
Arkadelphia, AR 71923

Re: Arkadelphia, Arkansas
Gum Springs Water System Improvements
BID TABULATION

Dear David:

Enclosed is a Bid Tabulation as received on Thursday, December 17, 2020 for the above referenced project. I have also enclosed a copy of each individual bid for your file.

The lowest responsive bidders for each contract are as follows:

- Contract 1: Tank Repainting:
 - Cunningham Sandblasting & Painting Co., Joplin, MO: \$218,592.00
- Contract 2: Water Meter Procurement:
 - Henard Utility Products, Searcy, AR: \$124,665.00
- Contract 3: Booster Pump Station:
 - ETI Services, Inc., Malvern, AR: \$502,883.00
- Contract 4: Water Line Improvements and Meter Replacement:
 - Kampco, Inc., Texarkana, AR: \$1,040,446.00

I recommend the City of Arkadelphia accept the bids as presented above and enter into Agreements with these contractors, contingent upon approval from the Arkansas Natural Resources Commission. Upon approval from the City of Arkadelphia, I will issue a Notice of Award to these contractors and proceed with processing the Official Contract Documents.

Please contact me if you have any questions or need additional information.

Sincerely,
CRIST ENGINEERS, INC.

A handwritten signature in blue ink that reads "Matthew Dunn".

Matthew D. Dunn, P.E.
President



BID TABULATION SHEET
Gum Springs Water System Improvements
Procurement of Materials - Contract 2
City of Arkadelphia, Arkansas
Crist Job No. 1852

Job#1852 C2

December 17, 2020 at 1:00 PM

				Henard Utility Products Searcy, AR		Nicor, Inc. Dripping Springs, TX (Incomplete Bid)	
BID SCHEDULE for AUTOMATIC METER INFRASTRUCTURE SYSTEM							
No.	Description	Units	Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost
Schedule 1 - Meters (Materials)							
1	5/8" Water Meter With Radio	Each	400	\$ 275.55	\$ 110,220.00		
2	Water Meter Boxes with Lid	Each	400	\$ 19.75	\$ 7,900.00		
Total - Schedule 1				\$ 118,120.00			
Schedule 2 - AMI System (Installation, Labor, Equipment & Materials)							
1	Materials and Installation of the AMI meter reading system to include all meters, encoders, endpoints, software, data entry, programming, training, and other miscellaneous equipment and labor needed to provide a complete and working AMI system	LS	1	\$ 6,545.00	\$ 6,545.00		
Total - Schedule 2				\$ 6,545.00			
Total of Base Bid ^(A) - Schedule 1 + 2				\$ 124,665.00			
Schedule 3 - Annual Ongoing Costs ^(A)							
No.	Description	Units	Quantity	Total Cost		Total Cost	
1	Annual Software Maintenance	Year	1	\$ 4,699.20			
2	Other Expenses - (Specify in Writing)		1	\$ -			
Total - Schedule 3 (Annual Ongoing Costs)				\$ 4,699.20			
A. Base Bid includes 1st year's annual cost.							

This is a true and complete tabulation of the Bids received by City of Arkadelphia on Thursday, December 17, 2020 at 1:00 PM for the Gum Springs Water System Improvements, Arkadelphia, AR.


 Matthew D. Dunn, P.E.





MEMORANDUM

A handwritten signature in blue ink, likely belonging to Gary Brinkley, is positioned to the right of the memorandum header.

To: Arkadelphia Board of Directors
From: Gary Brinkley, City Manager
Date: December 31, 2020
Re: AWU-Gum Springs Water Distribution Contract #3

This contract is one of four for the rehabilitation of the AWU-Gum Springs water distribution system.

Contract #3 is for Booster Pump Station work within the system.

Crist Engineers has evaluated the bids and attached for your review is the bid tabulation and a letter for recommendation from our engineer, Matt Dunn. The lowest qualified bidder is ETI Services, Inc with a bid of \$502,883. You will note ETI Services was not the lowest bidder but the lowest qualified bidder. The low bid, as highlighted in yellow was incomplete and therefore unacceptable. The explanation is listed on the bid tabulation sheet.

Staff recommends you accept the bid from ETI Services in the amount of \$502,883, contingent upon approval by the Arkansas Natural Resource Commission, and allow David Green, Utility Manager to execute the necessary documents.

Thank you.



December 30, 2020

Mr. David Green
Arkadelphia Water and Sewer Utilities
700 Clay Street
Arkadelphia, AR 71923

Re: Arkadelphia, Arkansas
Gum Springs Water System Improvements
BID TABULATION

Dear David:

Enclosed is a Bid Tabulation as received on Thursday, December 17, 2020 for the above referenced project. I have also enclosed a copy of each individual bid for your file.

The lowest responsive bidders for each contract are as follows:

- Contract 1: Tank Repainting:
 - Cunningham Sandblasting & Painting Co., Joplin, MO: \$218,592.00
- Contract 2: Water Meter Procurement:
 - Henard Utility Products, Searcy, AR: \$124,665.00
- Contract 3: Booster Pump Station:
 - ETI Services, Inc., Malvern, AR: \$502,883.00
- Contract 4: Water Line Improvements and Meter Replacement:
 - Kampco, Inc., Texarkana, AR: \$1,040,446.00

I recommend the City of Arkadelphia accept the bids as presented above and enter into Agreements with these contractors, contingent upon approval from the Arkansas Natural Resources Commission. Upon approval from the City of Arkadelphia, I will issue a Notice of Award to these contractors and proceed with processing the Official Contract Documents.

Please contact me if you have any questions or need additional information.

Sincerely,
CRIST ENGINEERS, INC.

A handwritten signature in blue ink that reads "Matthew D. Dunn".

Matthew D. Dunn, P.E.
President



TABULATION OF BIDS RECEIVED
Gum Springs Water System Improvements - Contract 3
Arkadelphia Water and Sewer Utilities
Arkadelphia, Arkansas

Job# 1852 C3

December 17, 2020 at 1:00 PM

Item No.	Description	Environmental Process Systems Conway, AR	ETI Services, Inc. Malvern, AR	RBIS, LLC. Texarkana, AR
		Total Amount	Total Amount	Total Amount
1	Mobilization, Demobilization, Bonds, Insurance	\$ 10,488.00	\$ 21,043.00	\$ 14,100.00
2	Site Work	\$ 28,550.00	\$ 36,127.00	\$ 37,260.00
3	Concrete Foundation	\$ 25,650.00	\$ 44,385.00	\$ 29,100.00
4	Factory-Built Booster Pump Station	\$ 255,500.00	\$ 270,758.00	\$ 283,600.00
5	Modifications to Existing Pump Station	\$ 7,250.00	\$ 9,450.00	\$ 16,865.00
6	Flow Meter and Controller	\$ 8,000.00	\$ 11,369.00	\$ 9,830.00
7	Yard Piping	\$ 42,000.00	\$ 21,263.00	\$ 29,900.00
8	Electrical	\$ 38,000.00	\$ 30,013.00	\$ 57,845.00
9	Telemetry	\$ 42,000.00	\$ 41,127.00	\$ 50,200.00
10	Trench & Excavation Safety Systems Applicable to Contract Per Act 291 of the 1993 Arkansas General Assembly	\$ 1,250.00	\$ 500.00	\$ 600.00
11	All other work, equipment, materials, tools, labor, incidentals, and other costs to accomplish all Work within the Scope of this Contract and Not otherwise included in this Bid Form; however, the Lump Sum Amount for this Bid Form line-item shall not exceed ten (10) percent of the Total Lump Sum Bid Amount	\$ 6,000.00	\$ 16,848.00	\$ 10,810.00
Total Bid Amount		\$464,688.00 ***	\$ 502,883.00	\$ 540,110.00

***Did not include Contractor's Act of Assurance Form

This is a true and complete tabulation of the Bids received by City of Arkadelphia on Thursday, December 17, 2020 at 1:00 PM for the Gum Springs Water System Improvements, Booster Pump Station Replacement, Arkadelphia, AR.



Matthew D. Dunn, P.E.





MEMORANDUM

To: Arkadelphia Board of Directors
From: Gary Brinkley, City Manager
Date: December 31, 2020
Re: AWU-Gum Springs Water Distribution Contract #4

A handwritten signature in blue ink, likely of Gary Brinkley, is written over the 'To' and 'From' lines.

This contract is one of four for the rehabilitation of the AWU-Gum Springs water distribution system.

Contract #4 is for water line and meter replacement work within the system.

Crist Engineers has evaluated the bids and attached for your review is the bid tabulation and a letter for recommendation from our engineer, Matt Dunn. The lowest qualified bidder is Kampco, Inc. with a bid of \$1,040,446.

Staff recommends you accept the bid from Kampco, Inc. in the amount of \$1,040,446, contingent upon approval by the Arkansas Natural Resource Commission, and allow David Green, Utility Manager to execute the necessary documents.

Thank you.

Crist Engineers, Inc.

205 Executive Court
Little Rock, Arkansas 72205
Telephone (501) 664-1552
Fax (501) 664-8579
www.cristengineers.com

**Consulting Engineers**

Stewart W. Noland
Leslie B. Price
Matthew D. Dunn
Craig A. Johnson
Chad A. Hastings

December 30, 2020

Mr. David Green
Arkadelphia Water and Sewer Utilities
700 Clay Street
Arkadelphia, AR 71923

Re: Arkadelphia, Arkansas
Gum Springs Water System Improvements
BID TABULATION

Dear David:

Enclosed is a Bid Tabulation as received on Thursday, December 17, 2020 for the above referenced project. I have also enclosed a copy of each individual bid for your file.

The lowest responsive bidders for each contract are as follows:

- Contract 1: Tank Repainting:
 - Cunningham Sandblasting & Painting Co., Joplin, MO: \$218,592.00
- Contract 2: Water Meter Procurement:
 - Henard Utility Products, Searcy, AR: \$124,665.00
- Contract 3: Booster Pump Station:
 - ETI Services, Inc., Malvern, AR: \$502,883.00
- Contract 4: Water Line Improvements and Meter Replacement:
 - Kampco, Inc., Texarkana, AR: \$1,040,446.00

I recommend the City of Arkadelphia accept the bids as presented above and enter into Agreements with these contractors, contingent upon approval from the Arkansas Natural Resources Commission. Upon approval from the City of Arkadelphia, I will issue a Notice of Award to these contractors and proceed with processing the Official Contract Documents.

Please contact me if you have any questions or need additional information.

Sincerely,
CRIST ENGINEERS, INC.

A handwritten signature in blue ink that reads "Matthew D. Dunn".

Matthew D. Dunn, P.E.
President



TABULATION OF BIDS RECEIVED
Gum Springs Water System Improvements-Contract 4
Water Line Improvements
Arkadelphia Water and Sewer Utilities

Job#1662 C4

December 17, 2020 at 1:00 PM

				Kampco, Inc. Texarkana, AR		Goslee Contracting Royal, AR	
Alternate A – Bid Schedule – C900 PVC Pipe							
Item No.	Description	Unit	Estimated Quantity	Unit Price	Bid Price	Unit Price	Bid Price
1	Insurance, Bonds, Mobilization, Demobilization	Lump Sum			\$ 29,073.81		\$ 31,900.00
2	8" PVC Water Line – C900	LF	360	\$ 30.50	\$ 10,980.00	\$ 31.50	\$ 11,340.00
3	6" PVC Water Line – C900	LF	15,000	\$ 23.94	\$ 359,100.00	\$ 26.50	\$ 397,500.00
4	6" PVC Water Line – C900, Restrained Joint	LF	950	\$ 21.61	\$ 20,529.50	\$ 44.50	\$ 42,275.00
5	3" PVC Water Line – SDR 21	LF	4,800	\$ 13.93	\$ 64,078.00	\$ 22.27	\$ 102,442.00
6	12" Steel Encasement Pipe, Bored	LF	650	\$ 135.09	\$ 87,808.50	\$ 163.00	\$ 105,950.00
7	6-inch Slick Bore	LF	350	\$ 46.87	\$ 16,404.50	\$ 54.00	\$ 18,900.00
8	3-inch Slick Bore	LF	200	\$ 46.87	\$ 9,374.00	\$ 45.00	\$ 9,000.00
9	Connect to Tank Line with 8" Solid Sleeve	EA	1	\$ 1,495.65	\$ 1,495.65	\$ 3,600.00	\$ 3,600.00
10	Connect to Existing Line with 6" Solid Sleeve	EA	4	\$ 1,445.17	\$ 5,780.68	\$ 2,400.00	\$ 9,600.00
11	Connect to Existing Line with 3" Solid Sleeve	EA	1	\$ 954.93	\$ 954.93	\$ 1,800.00	\$ 1,800.00
12	8" MJ Gate Valve and Box	EA	1	\$ 2,012.87	\$ 2,012.87	\$ 1,800.00	\$ 1,800.00
13	6" MJ Gate Valve and Box	EA	30	\$ 1,442.76	\$ 43,282.80	\$ 1,150.00	\$ 34,500.00
14	3" MJ Gate Valve and Box	EA	8	\$ 1,058.02	\$ 8,464.16	\$ 900.00	\$ 7,200.00
15	Fire Hydrant Assembly	EA	12	\$ 5,278.04	\$ 63,336.48	\$ 4,100.00	\$ 49,200.00
16	Blow off Assembly	EA	8	\$ 1,343.34	\$ 10,746.72	\$ 1,250.00	\$ 10,000.00
17	Reconnect Existing Service Line	EA	5	\$ 506.07	\$ 2,530.35	\$ 250.00	\$ 1,250.00
18	Water Meter and Box Replacement, Existing Water Line	EA	282	\$ 353.72	\$ 99,749.04	\$ 338.50	\$ 95,457.00
19	Water Meter and Box Replacement, New Water Line	EA	96	\$ 725.50	\$ 69,648.00	\$ 239.50	\$ 22,992.00
20	Service Tubing	LF	600	\$ 12.15	\$ 7,290.00	\$ 14.50	\$ 8,700.00
21	Service Tubing, Slick Bored	LF	2,000	\$ 23.87	\$ 47,740.00	\$ 19.25	\$ 38,500.00
22	Concrete Highway Repair	LF	24	\$ 152.94	\$ 3,670.56	\$ 150.00	\$ 3,600.00
23	Gravel Highway Repair	LF	17	\$ 45.63	\$ 775.71	\$ 280.00	\$ 4,760.00
24	Asphalt Replacement	LF	281	\$ 88.65	\$ 24,910.65	\$ 30.00	\$ 8,430.00
25	Concrete Replacement	LF	50	\$ 152.94	\$ 7,647.00	\$ 95.00	\$ 4,750.00
26	Gravel Surface Repair	LF	1,300	\$ 22.43	\$ 29,159.00	\$ 30.00	\$ 39,000.00
27	Maintenance of Traffic	Lump Sum			\$ 4,686.53		\$ 6,600.00
28	Clearing and Grubbing	Lump Sum			\$ 2,343.26		\$ 6,600.00
29	Seeding, Mulching, and Final Cleanup	Lump Sum			\$ 4,656.53		\$ 6,600.00
30	Trench and Excavation Safety Systems (OSHA), 29 CFR 1926, Subpart P	Lump Sum			\$ 2,343.77		\$ 2,200.00
TOTAL BID PRICE FOR ALTERNATE A					\$ 1,040,573.00	\$	1,086,446.00
Alternate B - Bid Schedule – SDR-21 PVC Pipe							
Item No.	Description	Unit	Estimated Quantity	Unit Price	Bid Price	Unit Price	Bid Price
1	Insurance, Bonds, Mobilization, Demobilization	Lump Sum			\$ 29,073.81		\$ 31,900.00
2	8" PVC Water Line – SDR 21	LF	360	\$ 27.29	\$ 9,824.40	\$ 30.00	\$ 10,800.00
3	6" PVC Water Line – SDR 21	LF	15,000	\$ 22.36	\$ 335,400.00	\$ 25.25	\$ 378,750.00
4	6" PVC Water Line – C900, Restrained Joint	LF	950	\$ 21.61	\$ 20,529.50	\$ 42.50	\$ 40,375.00
5	3" PVC Water Line – SDR 21	LF	4,800	\$ 13.93	\$ 64,078.00	\$ 22.27	\$ 102,442.00
6	12" Steel Encasement Pipe, Bored	LF	650	\$ 135.09	\$ 87,808.50	\$ 163.00	\$ 105,950.00
7	6-inch Slick Bore	LF	350	\$ 46.87	\$ 16,404.50	\$ 54.00	\$ 18,900.00
8	3-inch Slick Bore	LF	200	\$ 46.87	\$ 9,374.00	\$ 45.00	\$ 9,000.00
9	Connect to Tank Line with 8" Solid Sleeve	EA	1	\$ 1,495.65	\$ 1,495.65	\$ 3,600.00	\$ 3,600.00
10	Connect to Existing Line with 6" Solid Sleeve	EA	4	\$ 1,445.17	\$ 5,780.68	\$ 2,400.00	\$ 9,600.00
11	Connect to Existing Line with 3" Solid Sleeve	EA	1	\$ 954.93	\$ 954.93	\$ 1,800.00	\$ 1,800.00
12	8" MJ Gate Valve and Box	EA	1	\$ 2,012.87	\$ 2,012.87	\$ 1,800.00	\$ 1,800.00
13	6" MJ Gate Valve and Box	EA	30	\$ 1,442.76	\$ 43,282.80	\$ 1,150.00	\$ 34,500.00
14	3" MJ Gate Valve and Box	EA	8	\$ 1,058.02	\$ 8,464.16	\$ 900.00	\$ 7,200.00
15	Fire Hydrant Assembly	EA	12	\$ 5,278.04	\$ 63,336.48	\$ 4,100.00	\$ 49,200.00
16	Blow off Assembly	EA	8	\$ 1,343.34	\$ 10,746.72	\$ 1,250.00	\$ 10,000.00
17	Reconnect Existing Service Line	EA	5	\$ 506.07	\$ 2,530.35	\$ 250.00	\$ 1,250.00
18	Water Meter and Box Replacement, Existing Water Line	EA	282	\$ 353.72	\$ 99,749.04	\$ 338.50	\$ 95,457.00
19	Water Meter and Box Replacement, New Water Line	EA	96	\$ 725.50	\$ 69,648.00	\$ 239.50	\$ 22,992.00
20	Service Tubing	LF	600	\$ 12.15	\$ 7,290.00	\$ 14.50	\$ 8,700.00
21	Service Tubing, Slick Bored	LF	2,000	\$ 23.87	\$ 47,740.00	\$ 19.25	\$ 38,500.00
22	Concrete Highway Repair	LF	24	\$ 152.94	\$ 3,670.56	\$ 150.00	\$ 3,600.00
23	Gravel Highway Repair	LF	17	\$ 45.63	\$ 775.71	\$ 280.00	\$ 4,760.00
24	Asphalt Replacement	LF	281	\$ 88.65	\$ 24,910.65	\$ 30.00	\$ 8,430.00
25	Concrete Replacement	LF	50	\$ 152.94	\$ 7,647.00	\$ 95.00	\$ 4,750.00
26	Gravel Surface Repair	LF	1,300	\$ 22.43	\$ 29,159.00	\$ 30.00	\$ 39,000.00
27	Maintenance of Traffic	Lump Sum			\$ 4,686.53		\$ 6,600.00
28	Clearing and Grubbing	Lump Sum			\$ 2,343.26		\$ 6,600.00
29	Seeding, Mulching, and Final Cleanup	Lump Sum			\$ 4,656.53		\$ 6,600.00
30	Trench and Excavation Safety Systems (OSHA), 29 CFR 1926, Subpart P	Lump Sum			\$ 2,343.77		\$ 2,200.00
TOTAL BID PRICE FOR ALTERNATE B					\$ 1,015,717.40	\$	1,065,266.00



TABULATION OF BIDS RECEIVED
Gum Springs Water System Improvements-Contract 4
Water Line Improvements
Arkadelphia Water and Sewer Utilities

Job#1852 C4

December 17, 2020 at 1:00 PM

				Hargan Construction Company, Inc. Desha, AR		Grant Garrett Excavating Benton, AR		RBIS, LLC Texarkana, AR	
Alternate A - Bid Schedule - C900 PVC Pipe									
Item No.	Description	Unit	Estimated Quantity	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
1	Insurance, Bonds, Mobilization, Demobilization	Lump Sum			\$ 50,000.00		\$ 25,000.00		\$ 31,950.00
2	8" PVC Water Line - C900	LF	360	\$ 25.00	\$ 9,000.00	\$ 40.00	\$ 14,400.00	\$ 38.00	\$ 13,680.00
3	6" PVC Water Line - C900	LF	15,000	\$ 27.00	\$ 405,000.00	\$ 24.00	\$ 360,000.00	\$ 28.65	\$ 429,750.00
4	6" PVC Water Line - C900, Restrained Joint	LF	950	\$ 28.00	\$ 24,700.00	\$ 25.00	\$ 23,750.00	\$ 33.50	\$ 31,825.00
5	3" PVC Water Line - SDR 21	LF	4,600	\$ 16.00	\$ 73,600.00	\$ 20.00	\$ 92,000.00	\$ 15.10	\$ 69,460.00
6	12" Steel Encasement Pipe, Bored	LF	850	\$ 180.00	\$ 123,500.00	\$ 133.00	\$ 86,450.00	\$ 110.00	\$ 71,500.00
7	6-inch Slick Bore	LF	350	\$ 60.00	\$ 21,000.00	\$ 67.00	\$ 23,450.00	\$ 47.15	\$ 16,502.50
8	3-inch Slick Bore	LF	200	\$ 34.00	\$ 6,800.00	\$ 51.00	\$ 10,200.00	\$ 30.00	\$ 6,000.00
9	Connect to Tank Line with 8" Solid Sleeve	EA	1	\$ 7,000.00	\$ 7,000.00	\$ 1,600.00	\$ 1,600.00	\$ 3,620.00	\$ 3,620.00
10	Connect to Existing Line with 6" Solid Sleeve	EA	4	\$ 4,000.00	\$ 16,000.00	\$ 1,250.00	\$ 5,000.00	\$ 2,020.00	\$ 8,080.00
11	Connect to Existing Line with 3" Solid Sleeve	EA	1	\$ 3,200.00	\$ 3,200.00	\$ 1,185.00	\$ 1,185.00	\$ 1,365.00	\$ 1,365.00
12	8" MJ Gate Valve and Box	EA	1	\$ 2,000.00	\$ 2,000.00	\$ 1,537.00	\$ 1,537.00	\$ 1,610.00	\$ 1,610.00
13	6" MJ Gate Valve and Box	EA	30	\$ 1,400.00	\$ 42,000.00	\$ 1,080.00	\$ 32,400.00	\$ 1,150.00	\$ 34,500.00
14	3" MJ Gate Valve and Box	EA	8	\$ 1,200.00	\$ 9,600.00	\$ 992.00	\$ 7,936.00	\$ 860.00	\$ 6,880.00
15	Fire Hydrant Assembly	EA	12	\$ 4,800.00	\$ 57,600.00	\$ 4,260.00	\$ 51,120.00	\$ 5,195.00	\$ 62,340.00
16	Blow off Assembly	EA	8	\$ 1,700.00	\$ 13,600.00	\$ 1,300.00	\$ 10,400.00	\$ 1,500.00	\$ 12,000.00
17	Reconnect Existing Service Line	EA	5	\$ 400.00	\$ 2,000.00	\$ 684.00	\$ 3,420.00	\$ 805.00	\$ 4,025.00
18	Water Meter and Box Replacement, Existing Water Line	EA	282	\$ 380.00	\$ 107,160.00	\$ 737.00	\$ 207,834.00	\$ 500.00	\$ 141,000.00
19	Water Meter and Box Replacement, New Water Line	EA	96	\$ 500.00	\$ 48,000.00	\$ 953.00	\$ 91,488.00	\$ 670.00	\$ 64,320.00
20	Service Tubing	LF	600	\$ 12.00	\$ 7,200.00	\$ 12.00	\$ 7,200.00	\$ 6.00	\$ 3,600.00
21	Service Tubing, Slick Bored	LF	2,000	\$ 14.00	\$ 28,000.00	\$ 13.00	\$ 26,000.00	\$ 19.00	\$ 38,000.00
22	Concrete Highway Repair	LF	24	\$ 140.00	\$ 3,360.00	\$ 75.00	\$ 1,800.00	\$ 425.00	\$ 10,200.00
23	Gravel Highway Repair	LF	17	\$ 40.00	\$ 680.00	\$ 19.00	\$ 323.00	\$ 145.00	\$ 2,465.00
24	Asphalt Replacement	LF	281	\$ 140.00	\$ 39,340.00	\$ 109.00	\$ 30,629.00	\$ 158.00	\$ 44,398.00
25	Concrete Replacement	LF	50	\$ 120.00	\$ 6,000.00	\$ 66.00	\$ 3,300.00	\$ 140.00	\$ 7,000.00
26	Gravel Surface Repair	LF	1,300	\$ 16.00	\$ 20,800.00	\$ 18.00	\$ 23,400.00	\$ 44.00	\$ 57,200.00
27	Maintenance of Traffic	Lump Sum			\$ 2,000.00		\$ 22,000.00		\$ 4,850.00
28	Clearing and Grubbing	Lump Sum			\$ 5,000.00		\$ 21,000.00		\$ 7,275.00
29	Seeding, Mulching, and Final Cleanup	Lump Sum			\$ 30,000.00		\$ 9,797.00		\$ 11,400.00
30	Trench and Excavation Safety Systems (OSHA), 29 CFR 1926, Subpart P	Lump Sum			\$ 1,000.00		\$ 4,222.00		\$ 2,300.00
TOTAL BID PRICE FOR ALTERNATE A				\$	1,185,140.00	\$	1,195,841.00 ***	\$	1,199,295.50
Alternate B - Bid Schedule - SDR-21 PVC Pipe									
Item No.	Description	Unit	Estimated Quantity	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
1	Insurance, Bonds, Mobilization, Demobilization	Lump Sum			\$ 50,000.00		\$ 25,000.00		\$ 31,950.00
2	8" PVC Water Line - SDR 21	LF	360	\$ 25.00	\$ 9,000.00	\$ 32.00	\$ 11,520.00	\$ 34.50	\$ 12,420.00
3	6" PVC Water Line - SDR 21	LF	15,000	\$ 26.00	\$ 390,000.00	\$ 20.00	\$ 300,000.00	\$ 26.50	\$ 397,500.00
4	6" PVC Water Line - SDR 21, Restrained Joint	LF	950	\$ 26.00	\$ 24,700.00	\$ 25.00	\$ 23,750.00	\$ 33.50	\$ 31,825.00
5	3" PVC Water Line - SDR 21	LF	4,600	\$ 16.00	\$ 73,600.00	\$ 20.00	\$ 92,000.00	\$ 15.10	\$ 69,460.00
6	12" Steel Encasement Pipe, Bored	LF	850	\$ 180.00	\$ 123,500.00	\$ 133.00	\$ 86,450.00	\$ 110.00	\$ 71,500.00
7	6-inch Slick Bore	LF	350	\$ 60.00	\$ 21,000.00	\$ 67.00	\$ 23,450.00	\$ 47.15	\$ 16,502.50
8	3-inch Slick Bore	LF	200	\$ 34.00	\$ 6,800.00	\$ 51.00	\$ 10,200.00	\$ 30.00	\$ 6,000.00
9	Connect to Tank Line with 8" Solid Sleeve	EA	1	\$ 7,000.00	\$ 7,000.00	\$ 1,600.00	\$ 1,600.00	\$ 3,620.00	\$ 3,620.00
10	Connect to Existing Line with 6" Solid Sleeve	EA	4	\$ 4,000.00	\$ 16,000.00	\$ 1,250.00	\$ 5,000.00	\$ 2,020.00	\$ 8,080.00
11	Connect to Existing Line with 3" Solid Sleeve	EA	1	\$ 3,200.00	\$ 3,200.00	\$ 1,185.00	\$ 1,185.00	\$ 1,365.00	\$ 1,365.00
12	8" MJ Gate Valve and Box	EA	1	\$ 2,000.00	\$ 2,000.00	\$ 1,537.00	\$ 1,537.00	\$ 1,610.00	\$ 1,610.00
13	6" MJ Gate Valve and Box	EA	30	\$ 1,400.00	\$ 42,000.00	\$ 1,080.00	\$ 32,400.00	\$ 1,150.00	\$ 34,500.00
14	3" MJ Gate Valve and Box	EA	8	\$ 1,200.00	\$ 9,600.00	\$ 992.00	\$ 7,936.00	\$ 860.00	\$ 6,880.00
15	Fire Hydrant Assembly	EA	12	\$ 4,800.00	\$ 57,600.00	\$ 4,260.00	\$ 51,120.00	\$ 5,195.00	\$ 62,340.00
16	Blow off Assembly	EA	8	\$ 1,700.00	\$ 13,600.00	\$ 1,300.00	\$ 10,400.00	\$ 1,500.00	\$ 12,000.00
17	Reconnect Existing Service Line	EA	5	\$ 400.00	\$ 2,000.00	\$ 684.00	\$ 3,420.00	\$ 805.00	\$ 4,025.00
18	Water Meter and Box Replacement, Existing Water Line	EA	282	\$ 380.00	\$ 107,160.00	\$ 737.00	\$ 207,834.00	\$ 500.00	\$ 141,000.00
19	Water Meter and Box Replacement, New Water Line	EA	96	\$ 500.00	\$ 48,000.00	\$ 953.00	\$ 91,488.00	\$ 670.00	\$ 64,320.00
20	Service Tubing	LF	600	\$ 12.00	\$ 7,200.00	\$ 12.00	\$ 7,200.00	\$ 6.00	\$ 3,600.00
21	Service Tubing, Slick Bored	LF	2,000	\$ 14.00	\$ 28,000.00	\$ 13.00	\$ 26,000.00	\$ 19.00	\$ 38,000.00
22	Concrete Highway Repair	LF	24	\$ 140.00	\$ 3,360.00	\$ 75.00	\$ 1,800.00	\$ 425.00	\$ 10,200.00
23	Gravel Highway Repair	LF	17	\$ 40.00	\$ 680.00	\$ 19.00	\$ 323.00	\$ 145.00	\$ 2,465.00
24	Asphalt Replacement	LF	281	\$ 140.00	\$ 39,340.00	\$ 109.00	\$ 30,629.00	\$ 158.00	\$ 44,398.00
25	Concrete Replacement	LF	50	\$ 120.00	\$ 6,000.00	\$ 66.00	\$ 3,300.00	\$ 140.00	\$ 7,000.00
26	Gravel Surface Repair	LF	1,300	\$ 16.00	\$ 20,800.00	\$ 18.00	\$ 23,400.00	\$ 44.00	\$ 57,200.00
27	Maintenance of Traffic	Lump Sum			\$ 2,000.00		\$ 22,000.00		\$ 4,850.00
28	Clearing and Grubbing	Lump Sum			\$ 5,000.00		\$ 21,000.00		\$ 7,275.00
29	Seeding, Mulching, and Final Cleanup	Lump Sum			\$ 30,000.00		\$ 9,797.00		\$ 11,400.00
30	Trench and Excavation Safety Systems (OSHA), 29 CFR 1926, Subpart P	Lump Sum			\$ 1,000.00		\$ 4,222.00		\$ 2,300.00
TOTAL BID PRICE FOR ALTERNATE B				\$	1,150,140.00	\$	1,135,961.00 ***	\$	1,185,785.50



TABULATION OF BIDS RECEIVED
Gum Springs Water System Improvements-Contract 4
Water Line Improvements
Arkadelphia Water and Sewer Utilities

Job#1862 C4

December 17, 2020 at 1:00 PM

				KJ Parker Construction Palestine, AR		Cookley Company Hot Springs, AR		NLS Construction, LLC Searcy, AR	
Alternate A - Bid Schedule - C900 PVC Pipe									
Item No.	Description	Unit	Estimated Quantity	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
1	Insurance, Bonds, Mobilization, Demobilization	Lump Sum			\$ 25,000.00		\$ 33,000.00		\$ 100,000.00
2	6" PVC Water Line - C900	LF	380	\$ 26.00	\$ 9,880.00	\$ 35.00	\$ 12,600.00	\$ 25.00	\$ 9,000.00
3	6" PVC Water Line - C900	LF	15,000	\$ 21.00	\$ 315,000.00	\$ 24.00	\$ 360,000.00	\$ 22.00	\$ 330,000.00
4	6" PVC Water Line - C900, Restrained Joint	LF	950	\$ 27.00	\$ 25,650.00	\$ 27.00	\$ 25,650.00	\$ 27.00	\$ 25,650.00
5	3" PVC Water Line - SDR 21	LF	4,800	\$ 14.00	\$ 64,400.00	\$ 15.00	\$ 69,000.00	\$ 17.00	\$ 78,200.00
6	12" Steel Encasement Pipe, Bored	LF	850	\$ 180.00	\$ 151,000.00	\$ 195.00	\$ 126,750.00	\$ 175.00	\$ 113,750.00
7	6-inch Slick Bore	LF	350	\$ 45.00	\$ 15,750.00	\$ 80.00	\$ 28,000.00	\$ 30.00	\$ 10,500.00
8	3-inch Slick Bore	LF	200	\$ 35.00	\$ 7,000.00	\$ 64.40	\$ 12,880.00	\$ 20.00	\$ 4,000.00
9	Connect to Tank Line with 6" Solid Sleeve	EA	1	\$ 1,810.00	\$ 1,810.00	\$ 4,290.00	\$ 4,290.00	\$ 2,000.00	\$ 2,000.00
10	Connect to Existing Line with 6" Solid Sleeve	EA	4	\$ 1,730.00	\$ 6,920.00	\$ 4,220.00	\$ 16,880.00	\$ 2,000.00	\$ 8,000.00
11	Connect to Existing Line with 3" Solid Sleeve	EA	1	\$ 1,155.00	\$ 1,155.00	\$ 4,145.00	\$ 4,145.00	\$ 1,500.00	\$ 1,500.00
12	6" MJ Gate Valve and Box	EA	1	\$ 3,035.00	\$ 3,035.00	\$ 1,720.00	\$ 1,720.00	\$ 1,500.00	\$ 1,500.00
13	6" MJ Gate Valve and Box	EA	30	\$ 2,055.00	\$ 61,650.00	\$ 1,240.00	\$ 37,200.00	\$ 1,250.00	\$ 37,500.00
14	3" MJ Gate Valve and Box	EA	8	\$ 1,552.50	\$ 12,420.00	\$ 1,100.00	\$ 8,800.00	\$ 1,000.00	\$ 8,000.00
15	Fire Hydrant Assembly	EA	12	\$ 5,590.00	\$ 67,080.00	\$ 4,850.00	\$ 55,800.00	\$ 5,000.00	\$ 60,000.00
16	Blow off Assembly	EA	8	\$ 2,010.00	\$ 16,080.00	\$ 1,720.00	\$ 13,760.00	\$ 1,500.00	\$ 12,000.00
17	Reconnect Existing Service Line	EA	5	\$ 800.00	\$ 4,000.00	\$ 820.00	\$ 3,100.00	\$ 500.00	\$ 2,500.00
18	Water Meter and Box Replacement, Existing Water Line	EA	282	\$ 885.00	\$ 249,570.00	\$ 950.00	\$ 267,900.00	\$ 1,000.00	\$ 282,000.00
19	Water Meter and Box Replacement, New Water Line	EA	98	\$ 925.00	\$ 88,800.00	\$ 720.00	\$ 69,120.00	\$ 850.00	\$ 81,800.00
20	Service Tubing	LF	600	\$ 9.00	\$ 5,400.00	\$ 9.00	\$ 5,400.00	\$ 11.00	\$ 6,600.00
21	Service Tubing, Slick Bored	LF	2,000	\$ 26.00	\$ 52,000.00	\$ 25.00	\$ 50,000.00	\$ 20.00	\$ 40,000.00
22	Concrete Highway Repair	LF	24	\$ 85.00	\$ 2,040.00	\$ 200.00	\$ 4,800.00	\$ 100.00	\$ 2,400.00
23	Gravel Highway Repair	LF	17	\$ 30.00	\$ 510.00	\$ 30.00	\$ 510.00	\$ 50.00	\$ 850.00
24	Asphalt Replacement	LF	281	\$ 75.00	\$ 21,075.00	\$ 80.00	\$ 16,860.00	\$ 100.00	\$ 28,100.00
25	Concrete Replacement	LF	50	\$ 85.00	\$ 4,250.00	\$ 70.00	\$ 3,500.00	\$ 100.00	\$ 5,000.00
26	Gravel Surface Repair	LF	1,300	\$ 30.00	\$ 39,000.00	\$ 18.00	\$ 23,400.00	\$ 40.00	\$ 52,000.00
27	Maintenance of Traffic	Lump Sum			\$ 3,000.00		\$ 20,000.00		\$ 25,000.00
28	Clearing and Grubbing	Lump Sum			\$ 5,000.00		\$ 30,000.00		\$ 35,000.00
29	Seeding, Mulching, and Final Cleanup	Lump Sum			\$ 13,000.00		\$ 40,000.00		\$ 500.00
30	Trench and Excavation Safety Systems (OSHA), 28 CFR 1926, Subpart P	Lump Sum			\$ 2,000.00		\$ 40,000.00		\$ 500.00
TOTAL BID PRICE FOR ALTERNATE A				\$	1,238,955.00	\$	1,385,065.00	\$	1,385,160.00
Alternate B - Bid Schedule - SDR-21 PVC Pipe									
Item No.	Description	Unit	Estimated Quantity	Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
1	Insurance, Bonds, Mobilization, Demobilization	Lump Sum			\$ 25,000.00		\$ 33,000.00		\$ 100,000.00
2	6" PVC Water Line - SDR 21	LF	380	\$ 24.00	\$ 8,640.00	\$ 32.00	\$ 11,520.00	\$ 23.00	\$ 8,280.00
3	6" PVC Water Line - SDR 21	LF	15,000	\$ 20.00	\$ 300,000.00	\$ 22.50	\$ 337,500.00	\$ 21.00	\$ 315,000.00
4	6" PVC Water Line - SDR 21, Restrained Joint	LF	950	\$ 27.00	\$ 25,650.00	\$ 27.00	\$ 25,650.00	\$ 27.00	\$ 25,650.00
5	3" PVC Water Line - SDR 21	LF	4,800	\$ 14.00	\$ 64,400.00	\$ 15.00	\$ 69,000.00	\$ 17.00	\$ 78,200.00
6	12" Steel Encasement Pipe, Bored	LF	850	\$ 180.00	\$ 151,000.00	\$ 195.00	\$ 126,750.00	\$ 175.00	\$ 113,750.00
7	6-inch Slick Bore	LF	350	\$ 45.00	\$ 15,750.00	\$ 80.00	\$ 28,000.00	\$ 30.00	\$ 10,500.00
8	3-inch Slick Bore	LF	200	\$ 35.00	\$ 7,000.00	\$ 64.40	\$ 12,880.00	\$ 20.00	\$ 4,000.00
9	Connect to Tank Line with 6" Solid Sleeve	EA	1	\$ 1,810.00	\$ 1,810.00	\$ 4,290.00	\$ 4,290.00	\$ 2,000.00	\$ 2,000.00
10	Connect to Existing Line with 6" Solid Sleeve	EA	4	\$ 1,730.00	\$ 6,920.00	\$ 4,220.00	\$ 16,880.00	\$ 2,000.00	\$ 8,000.00
11	Connect to Existing Line with 3" Solid Sleeve	EA	1	\$ 1,155.00	\$ 1,155.00	\$ 4,145.00	\$ 4,145.00	\$ 1,500.00	\$ 1,500.00
12	6" MJ Gate Valve and Box	EA	1	\$ 3,035.00	\$ 3,035.00	\$ 1,720.00	\$ 1,720.00	\$ 1,500.00	\$ 1,500.00
13	6" MJ Gate Valve and Box	EA	30	\$ 2,055.00	\$ 61,650.00	\$ 1,240.00	\$ 37,200.00	\$ 1,250.00	\$ 37,500.00
14	3" MJ Gate Valve and Box	EA	8	\$ 1,552.50	\$ 12,420.00	\$ 1,100.00	\$ 8,800.00	\$ 1,000.00	\$ 8,000.00
15	Fire Hydrant Assembly	EA	12	\$ 5,590.00	\$ 67,080.00	\$ 4,850.00	\$ 55,800.00	\$ 5,000.00	\$ 60,000.00
16	Blow off Assembly	EA	8	\$ 2,010.00	\$ 16,080.00	\$ 1,720.00	\$ 13,760.00	\$ 1,500.00	\$ 12,000.00
17	Reconnect Existing Service Line	EA	5	\$ 800.00	\$ 4,000.00	\$ 820.00	\$ 3,100.00	\$ 500.00	\$ 2,500.00
18	Water Meter and Box Replacement, Existing Water Line	EA	282	\$ 885.00	\$ 249,570.00	\$ 950.00	\$ 267,900.00	\$ 1,000.00	\$ 282,000.00
19	Water Meter and Box Replacement, New Water Line	EA	98	\$ 925.00	\$ 88,800.00	\$ 720.00	\$ 69,120.00	\$ 850.00	\$ 81,800.00
20	Service Tubing	LF	600	\$ 9.00	\$ 5,400.00	\$ 9.00	\$ 5,400.00	\$ 11.00	\$ 6,600.00
21	Service Tubing, Slick Bored	LF	2,000	\$ 26.00	\$ 52,000.00	\$ 25.00	\$ 50,000.00	\$ 20.00	\$ 40,000.00
22	Concrete Highway Repair	LF	24	\$ 85.00	\$ 2,040.00	\$ 200.00	\$ 4,800.00	\$ 100.00	\$ 2,400.00
23	Gravel Highway Repair	LF	17	\$ 30.00	\$ 510.00	\$ 30.00	\$ 510.00	\$ 50.00	\$ 850.00
24	Asphalt Replacement	LF	281	\$ 75.00	\$ 21,075.00	\$ 80.00	\$ 16,860.00	\$ 100.00	\$ 28,100.00
25	Concrete Replacement	LF	50	\$ 85.00	\$ 4,250.00	\$ 70.00	\$ 3,500.00	\$ 100.00	\$ 5,000.00
26	Gravel Surface Repair	LF	1,300	\$ 30.00	\$ 39,000.00	\$ 18.00	\$ 23,400.00	\$ 40.00	\$ 52,000.00
27	Maintenance of Traffic	Lump Sum			\$ 3,000.00		\$ 20,000.00		\$ 25,000.00
28	Clearing and Grubbing	Lump Sum			\$ 5,000.00		\$ 30,000.00		\$ 35,000.00
29	Seeding, Mulching, and Final Cleanup	Lump Sum			\$ 13,000.00		\$ 40,000.00		\$ 500.00
30	Trench and Excavation Safety Systems (OSHA), 29 CFR 1926, Subpart P	Lump Sum			\$ 2,000.00		\$ 40,000.00		\$ 500.00
TOTAL BID PRICE FOR ALTERNATE B				\$	1,223,235.00	\$	1,381,485.00	\$	1,372,430.00

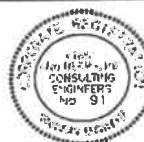
***Did not include Contractor's Act of Assurance Form

Error in calculations

This is a true and complete tabulation of the Bids received by the City of Arkadelphia, Arkansas on Thursday December 17, 2020 at 1:00 PM for the Gum Springs Water System Improvements.

Matthew D. Dunn

Matthew D. Dunn, P.E.





MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 30, 2020
Re: 2021 Memorandum of Understanding -
Arkadelphia Council on Aging

A handwritten signature in blue ink, likely belonging to Gary Brinkley, is written over the 'CC' line of the memorandum.

As is customary this time of year, attached please find the agreement with ACA to address the needs of the community as defined for the same monthly amount as in prior years.

Your approval of the agreement with the City Manager's authority to sign is requested.

Thank you.

MEMORANDUM OF UNDERSTANDING

This agreement entered into as of the 1st day of January 2021 between THE CITY OF ARKADELPHIA ("City") and the ARKADELPHIA COUNCIL ON AGING ("ACA").

The City will pay Two Thousand, Four hundred (\$2,400.00) to the ACA for services payable at \$200.00 per month. This is to help provide home delivered meals to seniors in Arkadelphia.

WITNESS THAT THE ARKADELPHIA COUNCIL ON AGING SHALL PROVIDE:

1. Home delivered meals to Arkadelphia senior citizens
2. Keep such records necessary to fully disclose the provision of said services to eligible participants.
3. Furnish the City with such reasonable information as they may from time to time request.
4. Provide all services without discrimination on the grounds of race, sex, color, handicap, religion or national origin.
5. Comply with all applicable laws, ordinances, and codes of the nation, state and local governments.
6. Commence performance of the contract on January 1, 2021 and shall complete performance within the program years which ends December 31, 2021.

DATE THIS ____ day of _____, 2021

ATTEST:

CITY OF ARKADELPHIA, ARKANSAS

Jessica Davis, City Clerk

Gary Brinkley, City Manager

ATTEST:

ARKADELPHIA COUNCIL ON AGING:


Secretary

John R. Anthony - President



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 30, 2020
Re: 2021 Contract with the Clark County Historical Association



As is customary this time of year, attached please find the agreement with CCHA to operate the facility and facilitate the needs of the community for 2021 as defined for the same monthly amount as in prior years.

With the new roof on the building and the leaks stopped, it my understanding they will be able to utilize more of the facility for display and have plans to do so. Post Covid of course.

Your approval along with the directive for the City Manager to execute the document is requested.

Thank you.



CONTRACT

Comes the City of Arkadelphia, Arkansas here referred to as "City" and the Clark County Historical Association here referred to as "Association" and for their agreement states:

1. The City is the owner of a building known as the Depot in which is located in the Amtrak waiting room, Clark County Museum and the Association offices. The museum provides for the citizens of the City various exhibits and repositories for the documentation and collection of historical items of interest that involve the City all of which inures to the economic benefit of the City.
2. In consideration of the Association maintaining the museum and building for the benefit of the general public and providing other maintenance services for the building owned by the City, the City hereby agrees to pay to the Association in the sum of SIX THOUSAND DOLLARS (\$6,000) beginning January 1, 2021 and expiring on December 31, 2021 payable at the rate of FIVE HUNDRED (\$500) per month.

DATE THIS ____ day of _____, 2021

ATTEST:

City of Arkadelphia, Arkansas:

Jessica Davis, City Clerk

Gary Brinkley, City Manager

ATTEST:

Clark County Historical Association:

Secretary

President



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 30, 2020
Re: 2021 Memorandum of Understanding with the
Community Family Enrichment Center

A handwritten signature in blue ink, likely belonging to Gary Brinkley, the City Manager.

As is customary this time of year, attached please find the agreement with CFEC for 2021 to operate the facility and address the needs of the community as defined for the same monthly amount as in prior years.

This marks the 20th year the CFEC has been open in this location. There are a few deferred capital needs that will be addressed in the proposed 2021 Budget. All malades are to be addressed and our communications team will assist in the marketing of their 20th anniversary celebration in July 2021.

Your approval along with the directive for the City Manager to execute the document is requested.

Thank you.



MEMORANDUM OF AGREEMENT

This agreement entered into as of 1st of January 2021 between the City of Arkadelphia ("City") and the Community Family Enrichment Center, Inc. ("CFEC").

The City will pay Two thousand, four hundred dollars (\$2,400.00) to the CFEC for services payable at \$200 per month. This is to provide emergency food and family support services for economically disadvantaged families and children in Arkadelphia.

WITNESS THAT THE CFEC SHALL:

1. Provide a food pantry that is open two days per week providing non-perishable food and other toiletry items to support families and seniors.
 - a. Provide emergency food for families that are considered homeless, due to accident, loss of home or other catastrophic life event.
 - b. Provide case management services that include referrals and assistance for clothing, shelter and other basic needs.
 - c. Provide access for the use of computers, copiers, fax machines or other electronic equipment required for completion of documents.
2. Maintain such records as necessary to fully disclose the provision of said services to eligible participants.
3. Furnish the City with such reasonable information as requested on a monthly basis.
4. Provide all services without discrimination on the grounds of race, sex, color, handicap, religion or national origin.
5. Comply with all applicable laws, ordinances, and codes of national, state and local governments.
6. Commence performance of this agreement the January 1, 2021 and shall complete performance with the year which ends December 31, 2021.

Agency

City of Arkadelphia

Contractor

Community Family Enrichment
Center, Inc.

By: _____
Gary Brinkley

By: _____
Patricia Wright

Date: _____

Date: _____



MEMORANDUM

To: Arkadelphia Board of Directors
From: Gary Brinkley, City Manager
Date: December 30, 2020
Re: 2021 Holiday List

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is positioned to the right of the 'From' and 'Date' fields.

As required, attached please find the 2020 Holiday Calendar for your review.

This does not require a vote; we are simply required to present this to you for your review. It is usually provided in the Information Only portion of your January packet.

Please let me know if you have any questions.
Thank you.



2021 - 2022 Holiday List

- Jan. 1 – New Year's Day - Friday
 - Jan. 18 – Martin Luther King Jr. Day - Monday
 - Feb. 15 - President's Day - Monday
 - Apr. 2 – Good Friday - Friday
 - May 31 – Memorial Day - Monday
 - Jul. 4 – Independence Day – Sunday (Monday 5th)
 - Sep. 6 – Labor Day - Monday
 - Nov. 11 – Veteran's Day – Thursday
 - Nov. 25 – Thanksgiving Day - Thursday
 - Nov. 26 – Day After Thanksgiving - Friday
 - Dec. 24 – Christmas Eve - Friday
 - Dec. 25 – Christmas Day – Saturday (Monday 27th)
 - Floating – Employee Birthday
-
- Jan. 1 – 2022 New Year's Day – Saturday (Friday Dec. 31st)



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 27, 2020
Re: FFCRA Leave Extension to March 31, 2021

In April, 2020 the Federal Government passed a policy on how businesses were to handle leave (absences) in association with the Corona Virus pandemic.

That policy expired on 12/31/2020. Congress did pass a non-mandatory extension until 3/31/2021. The same tax credit still applies.

Staff recommends you pass the following resolution to acknowledge the extension of the FFCRA Leave until March 31, 2021. **THIS DOES NOT INCREASE THE AMOUNT OF LEAVE TO EMPLOYEES.** Simply, if an employee has not been affected and is now in quarantine, they will have the same opportunity that someone in 2020 would have experienced.

It would be reasonable to expect that by the end of March the vaccine will have been distributed to most and the pandemic will be subsiding. If not, we'll readdress at the end of March.

Your approval is requested.

Resolution R-21-__

A RESOLUTION PROVIDING THAT THE CITY OF ARKADELPHIA, ARKANSAS WILL EXTEND THE FEDERAL LEGISLATION CONCERNING PAID LEAVE BENEFITS FOR EMPLOYEES AFFECTED BY THE CORONAVIRUS AND PRESCRIBING OTHER MATTERS THERETO.

WHEREAS, The coronavirus relief package extended the refundable employer payroll tax credit for paid sick and family leave through March 31, 2021, although the Families First Coronavirus Response Act (FFCRA) paid sick and family leave obligations expired December 31, 2020; and

WHEREAS, FFCRA leave can be voluntarily extended through March 31, 2021 by any business or organization that chooses to do so; and

WHEREAS, This extension will not add leave time for employees that have exhausted their FFCRA leave hours.

Now therefore be it resolved by the Board of Directors the City of Arkadelphia, Arkansas:

1. The city of Arkadelphia will continue to offer FFCRA leave to employees until March 31, 2021.

Passed on this ____ day of _____, 2021

Scott Byrd, Mayor


ATTEST:

Jessica Davis, City Clerk



MEMORANDUM

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: December 31, 2020
Re: Purchase of Ejection Trailer for Sanitation



On Tuesday night you will be presented with a proposal to purchase a new aluminum ejection trailer that Sanitation uses to deliver trash from our transfer station to the Saline County Landfill in Bauxite. As a reminder, we are the transferring agency for all of Clark County.

Staff had planned to start replacing the 4 trailers in 2022. We have had a string of significant issues the last 3 weeks that has made the purchase of a new trailer immediately necessary.

Two of our trailers are currently out of commission and one of the 2 in service was recently repaired. Of the 2 out for repairs, one lost its structural integrity when the seams on the side of the trailer ruptured. It is at a welding shop for repairs. The other unit had its hydraulic push pin go through the extractor blade. A new blade has been ordered but it is more that 2 weeks out from arriving.

We need 4 working trailers to operate efficiently, 3 is the minimum to maintain operations.

With all the capital needs in the Sanitation Dept to address, staff had hoped to postpone the extraction trailer purchase until 2022 and do one a year. That simply is no longer an option. We need one new trailer now to maintain minimum operations.

We will have a proposal and funding recommendation for you Tuesday night.

Thank you.



MEMORANDUM

To: Arkadelphia Board of Directors
From: Gary Brinkley, City Manager
Date: December 30, 2020
Re: 2021 Budget for Approval

A handwritten signature in blue ink, appearing to read 'Gary Brinkley', is positioned to the right of the 'Re:' line.

First, let me express our gratitude to you for your direction at the annual budget retreat and follow up workshops and discussions.

Please express your appreciation to our City Treasurer, Ms. Shacresha Wilson, and the department heads for their diligence in the compiling of this budget.

Staff proposes another very aggressive budget for your review and approval. We will continue tackling deferred maintenance issues, replacing equipment that has surpassed its useful life, addressing a significant amount of street and sidewalk repairs and preparing for the future in this budget.

You were given the entire 2021 Budget the week of December 21st.

Tuesday night staff will formally present the budget for your consideration.

The following agenda item will be the Resolution of adoption for your approval or you may defer the vote until the January 19th meeting.

Thank you.

RESOLUTION R-21-__

A RESOLUTION PROVIDING FOR AND ADOPTING THE BUDGET FOR THE CITY OF ARKADELPHIA, ARKANSAS, FOR THE TWELVE (12) MONTH PERIOD BEGINNING JANUARY 1, 2021 AND ENDING DECEMBER 31, 2021, APPROPRIATING MONEY FOR EACH AND EVERY ITEM OF EXPENDITURE THEREIN.

WHEREAS, Section 2 of Act No. 28 of 1959 provides that the City Board of Directors shall adopt an annual budget for operations of the City Government for the calendar year; and

WHEREAS, the City Board has made a comprehensive study and review of the proposed budget; and

WHEREAS, it is the opinion of the City Board of Directors that the schedule and exhibits of financial information prepared and reviewed revealing anticipated revenues and expenditures for the calendar year appear to be as accurate as possible for budgetary purposes.

NOW THEREFORE, BE IT ORDAINED BY THE CITY BOARD OF DIRECTORS OF ARKADELPHIA, ARKANSAS:

Section 1. This resolution shall be known as the budget resolution for the City of Arkadelphia, Arkansas for the twelve-month period beginning January 1, 2021 and ending December 31, 2021 reflecting estimated revenues and expenditures as hereinafter set forth in the budget attached hereto containing approximately 225 pages. The appropriations made herein include additional pay for holidays for all agents, servants, and employees of the City of Arkadelphia including but not limited to uniformed employees as provided for by the State of Arkansas. All revenues herein are estimated and subject to change and all appropriations are calculated upon available revenues and are also subject to change.

Section 2. The following respective amounts for each and every item of revenue and expenditure classification herein proposed in the budget for 2021 are hereby authorized and appropriated for the purposes herein set forth for the calendar year ending December 31, 2021.

	Revenues	Expenditures
General Fund	12,968,038	10,784,704
Street Fund	1,531,980	1,480,993
Water and Sewer	7,814,994	7,171,309
Franchise Fee Fund	1,132,997	660,642
Airport Fund	925,111	922,485
Fireman's Act 833	99,461	47,497
Outside Fire Protection Escrow Deposits	31,815	0
Series 2019 Capital Revenue Bond Fund	148,465	572,116
Administration of Justice Act 1256	541,000	500,000
Act 988	28,530	0
District Court Cost	38,753	0

Section 3. Whereas, by reason of the fact that the cities of Arkansas are required by law to adopt an annual budget each year beginning January 1, and ending December 31, in order to operate the City Government;

NOW THEREFORE, this resolution being necessary for the preservation of the public peace, health and safety, shall take effect and be in force from and after its passage and approval.

PASSED THIS ____ DAY OF _____, 2021

ATTEST:

Scott Byrd, Mayor

Jessica Davis, City Clerk